

**who's who, what's what  
and how to access  
what you need**



**2018 Edition**



# Welcome!

Dear Colleague,

Welcome to the teaching profession and to membership in the Nova Scotia Teachers Union. New beginnings in teaching are full of hope, promise and passion. I hope you embrace these as essential ingredients in your journey. I believe you will find great teachers, no matter the stage of their career, exemplify these qualities which fuel the persistence necessary to thrive in what we do.

It takes time to establish your practice as a teacher. Whether you are a recent graduate or re-establishing yourself in a new location, I encourage you to adopt the posture of a willing learner. Our work is demanding and challenging, and it is normal and desirable to seek out support and advice in order to flourish. Effective teachers grow through collaboration, and I urge you to find the helpers in your school and within the NSTU that feed your passion and sharpen your craft.

The enclosed booklet is intended to support you with information, advice and access to resources.

The Nova Scotia Teachers Union (NSTU) is your professional organization. We represent you at both the Regional Centre and Department levels. You can find support through your school representative, your local president, regional chairperson, NSTU staff and me. All of us are available to you if you have questions or are experiencing difficulties regarding your employment or professional life. We are also here to stand with you when your personal life spills into your professional life- it is at these times we hope you will embrace the open hand the NSTU offers and find the support and resources you may need to thrive.

Our union finds its strength in the engagement of members like you. I urge you to consider involvement in a facet of the NSTU that feeds your passion: as a school rep, serving on your local executive or regional council or contributing to a professional association or local or provincial committee. I encourage you to forge relationships with others engaged with the NSTU as a key piece of learning about your rights, conditions of employment and opportunities to lead within your union and profession.

The only authority or influence I have as a president comes from the engagement members like you exercise in solidarity with your NSTU siblings. Never dismiss the strength you have as an individual member. I encourage you to embrace the power you hold from the outset.

Please accept my finest wishes and solidarity in these beginning moments of teaching in Nova Scotia. May you find joy and satisfaction on the way to changing many lives!



*PAUL WOZNEY*  
*President, Nova Scotia Teachers Union*



**New  
Member  
Guide to  
the NSTU**



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# Important Contacts

## NOVA SCOTIA TEACHERS UNION

Telephone 902-477-5621  
Toll Free 1-800-565-6788  
Fax 902-477-3517  
E-mail [nstu@nstu.ca](mailto:nstu@nstu.ca)  
Address 3106 Joseph Howe Drive  
Halifax, NS B3L 4L7



Other NSTU e-mail addresses may be found  
on our website: [www.nstu.ca](http://www.nstu.ca)

## TEACHERS *PLUS* CREDIT UNION

Telephone 902-477-5664  
Toll Free 1-800-565-3103  
E-mail [info@teachersplus.ca](mailto:info@teachersplus.ca)  
Website [www.teachersplus.ca](http://www.teachersplus.ca)  
Address 36 Brookshire Court  
Bedford, NS B4A 4E9

## JOHNSON INC.

Local Inquiries 902-453-9543  
Toll Free 1-800-453-9543  
Fax 902-455-8229  
E-mail [halifax@johnson.ca](mailto:halifax@johnson.ca)  
Website: [www.johnson.ca](http://www.johnson.ca)

My Local is \_\_\_\_\_  
The Local President is \_\_\_\_\_  
A contact no. for NSTU Rep is \_\_\_\_\_

## REMEMBER

If you have a question or concern, call your Local President  
or Central Office. A listing of Local Presidents with contact  
numbers can be found in the **Member Diary**.



# Checklist for New Members

## Beginning of Year

- \_\_\_ Make contact with NSTU rep or Local President
- \_\_\_ Activate your free NSTU e-mail account. Go online to [www.nstu.ca](http://www.nstu.ca) or contact NSTU central office by e-mail, [webaccounts@nstu.ca](mailto:webaccounts@nstu.ca) or call 1-800-565-6788.
- \_\_\_ Before Oct. 15 ensure that all insurance forms are complete and submitted to Johnson Inc.
- \_\_\_ P-12 teachers ensure registration for Oct. Conference meets deadline
- \_\_\_ Ensure membership registry is completed and given to NSTU rep by deadline
- \_\_\_ Find out when there are union activities and participate actively
- \_\_\_ P-12 members should create a file for substitute use. See *Handbook for Early Career Teachers* for suggestions

## Throughout the Year

Check with NSTU rep or Local President to see which of the following are available in your Local:

### NSTU New Member Programs & Supports

- \_\_\_ Executive Staff Assignment
- \_\_\_ Local New Member Committees
- \_\_\_ NSTU Rep Checklists for New Members
- \_\_\_ Handbook for Early Career Teachers
- \_\_\_ New Member's Guide to the NSTU
- \_\_\_ Benefits of Membership Sessions
- \_\_\_ John Huntley Memorial Internship
- \_\_\_ August Leadership Skills Development Institute
- \_\_\_ Welcome Night for New Members (Locally)
- \_\_\_ New Member Bibliography (online)
- \_\_\_ New Member Kit



# Programs & Services

## Professional Development Supports

The NSTU has a number of programs and initiatives designed to support your professional development.



## Member Services

Information is provided by Member Services staff on contractual rights/benefits, pension and insurance plans.

## NSTU Counselling Services

High quality short-term counselling is provided to members at no cost. For detailed information call 1-800-565-6788 or locally at 477-5621.

## Early Intervention Program

The Early Intervention Program for Teachers is a voluntary program available to all NSTU members who are injured or ill and are seeking support or assistance in managing their health, returning to work or applying for disability benefits. For more information, or to speak with one of the Occupational Therapists, please call 1-800-565-6788, local 477-5621, or email [eip@nstu.ca](mailto:eip@nstu.ca).

## Resilience – EFAP/Employee and Family Assistance Program

In addition to the internal Counselling Services program, members can access services through Resilience- EFAP/Employee and Family Assistance Program offered by the NSTU Group Insurance Trustees.

## Teachers *Plus* Credit Union

Teachers Plus Credit Union is a full-service financial institution that is owned by you and your fellow members—the teachers of Nova Scotia and their families. We offer all the same services as banks and other credit unions, but with a special focus on teachers. Because of this, we can cater specifically to your needs. You can also access your account through more than 60 ABMs province-wide (more than any other financial institution), at any credit union in Atlantic Canada, or through online or telephone banking. Visit our website at [www.teachersplus.ca](http://www.teachersplus.ca) to find out about our mortgages, investments, chequing and savings accounts, interest rebates, and more. Call us at 1-800-565-3103 or e-mail us at [info@teachersplus.ca](mailto:info@teachersplus.ca) if you have any questions, or visit us at 36 Brookshire Court in Bedford.





## Johnson Inc.

A comprehensive insurance plan is provided for all permanent, probationary and term teachers. For further information call 1-800-453-9543 or locally at 453-9543.

**New  
Member  
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## Useful NSTU Documents

- NSTU Guidebook
- Benefits of Membership booklet
- Guide to the Deferred Salary Leave Plan
- Guide to Employment Insurance
- Guide to Parental/Maternity Leave
- Occupational Health & Safety booklet
- Pension Plan & Retirement Tips
- Substitute Teachers Popular Questions pamphlet
- Term Teachers Popular Questions pamphlet
- Handbook for Early Career Teachers

*Copies of the above can be downloaded from the NSTU website or ordered free of charge through Central Office.*

*Check with your Local President to order these handbooks or download from our website.*

## Get Involved

You have a role to play in your professional organization. It's never too early, or too late, to get involved in the work of the Nova Scotia Teachers Union. There are so many different areas in which you can become involved and, contrary to some stories, there is no expectation that you will never see another Saturday of your own! Whether your interests lie in curriculum, collective bargaining, professional development, or workplace safety and health, there is a place for you to get involved. As a bonus, you will also become part of a network of professionals which will benefit you immensely as you pursue your teaching career. Take the time to get to know the NSTU!



## EXECUTIVE STAFF



*Executive Director –  
Janine Kerr*



*MEMBER SERVICES: Preman Edwards, Wally Fiander, Pamela  
Langille*



*MEMBER SERVICES: Jack MacLeod, Kyle Marryatt, Stacy Samson, Simon Wilkin*



*PROFESSIONAL DEVELOPMENT: Betty-Jean Aucoin, Adela Njie, Louis Robitaille*



## MEMBER ASSISTANCE PROGRAM (MAP)



*Counsellor Sandra Murray; Counsellor Brian Roberts; Case Coordinator Leticia Richer;  
Case Coordinator Maya Fallows*



*Registered Nurse  
Anna Ordinelli*



## **PROFESSIONAL SERVICES STAFF**



*Public Relations Coordinator Angela Murray; Financial Officer Melanie Waye (Maternity Leave); Financial Officer (Term Replacement)*

## **LEGAL COUNSEL**



*In-house Legal  
Counsel Leah Kutcher*

## **HUMAN RESOURCES**



*Human Resources Officer  
Nancy Morton*

## **SUPPORT STAFF**



*Standing (L-R): Michelle Myers, Shelly Landry, Brad McIsaac, Deb Savoie, Lise Meunier, Bev Tufis, Paul Hamer, Mark Laventure.*

*Seated (L-R): Karen Staples, Lisa Farmer, Nancy Day, and Hilton Smith.*

*Missing from photo: Jennifer Burtch, Robert Laushway and Nicole Wells.*



# NSTU Services

*If you need further information from central office on any of the following matters, please contact the person or department indicated below. In Halifax, call 477-5621; or call toll free, 1-800-565-NSTU (6788); or e-mail [nstu@nstu.ca](mailto:nstu@nstu.ca).*

Accounting.....	M. Myers
Administration (General) .....	J. Kerr
APSEA Contract .....	J. Kerr
Aviso .....	P. Edwards
Canadian Teachers' Federation .....	J. Kerr
Certification .....	P. Langille
CONTACT Conference .....	B-J. Aucoin
Council (Annual Meeting) .....	J. Kerr
Counselling Services.....	A. Ordinelli
Curriculum .....	A. Njie
Deferred Salary Leave Plan .....	W. Fiander
Early Intervention Program for Teachers.....	A. Ordinelli
Early Retirement Incentive Program.....	K. Marryatt
Education Week.....	A. Murray
Educational Technologies .....	S. Wilkin
Elections (Regional Executive Members) .....	S. Wilkin
Employees Assistance Program .....	Member Assistance Program
Employment Insurance	
Appeals .....	J. MacLeod
Information .....	J. MacLeod
Equity .....	A. Njie
Finance .....	J. Kerr
Grievances.....	Member Services
Insurance.....	S. Samson
International Assistance.....	J. Kerr
Leadership Training.....	A. Njie
Locals (general communication).....	J. Kerr



Local Professional Development Committees.....	B-J. Aucoin
Membership Registry .....	S. Wilkin/B. Tufts
Member Services	
Discipline.....	J. Kerr
Negotiations.....	J. Kerr
New Member Initiatives .....	A. Njie
NSTU Guidebook .....	L. Robitaille
Occupational Health & Safety Act .....	K. Marryatt
PD Grants (NSTU) .....	B-J. Aucoin
PD Workshops/Online Request .....	PD Department
Pensions .....	K. Marryatt
Professional Agreements .....	Member Services
Professional Associations .....	B-J. Aucoin
Professional Cases (Discipline) .....	J. Kerr
Program Development Assistance Fund (PDAF) .....	A. Njie
Project Overseas .....	B-J. Aucoin
Promotional Services .....	A. Murray
Property .....	N. Morton
Provincial PD Committee .....	B-J. Aucoin
Public Affairs / Public Relations .....	P. Edwards
Resolutions (Council).....	L. Robitaille
Retired Teachers Organization.....	J. Kerr
Sheonorail Grants .....	B-J. Aucoin
The Teacher .....	A. Murray
Webmail.....	S. Wilkin/B. Tufts
Website .....	S. Wilkin/B. Tufts



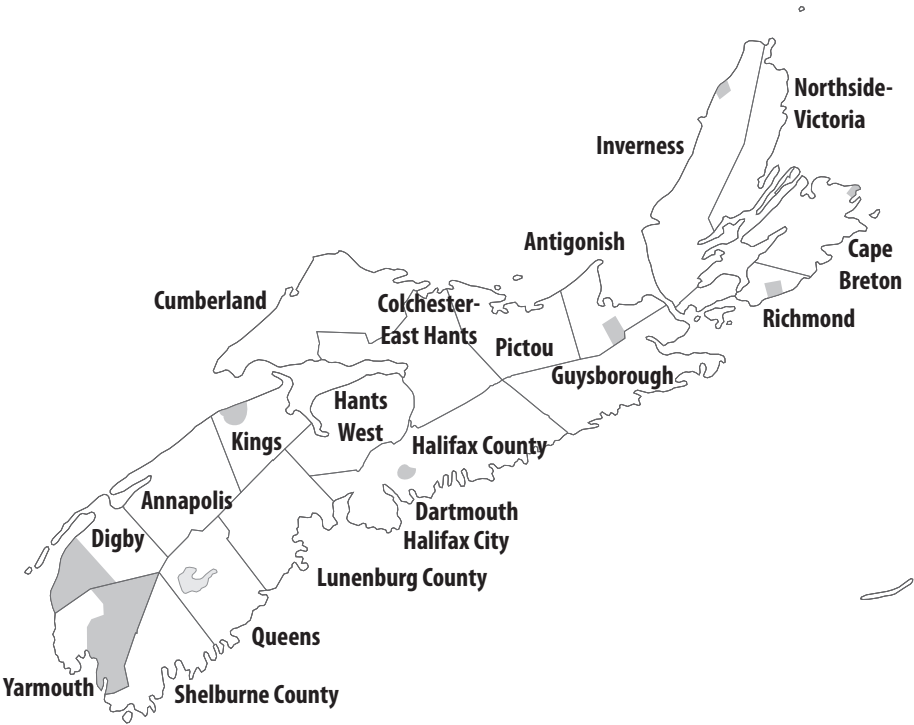
# Locals

of the Nova Scotia Teachers Union



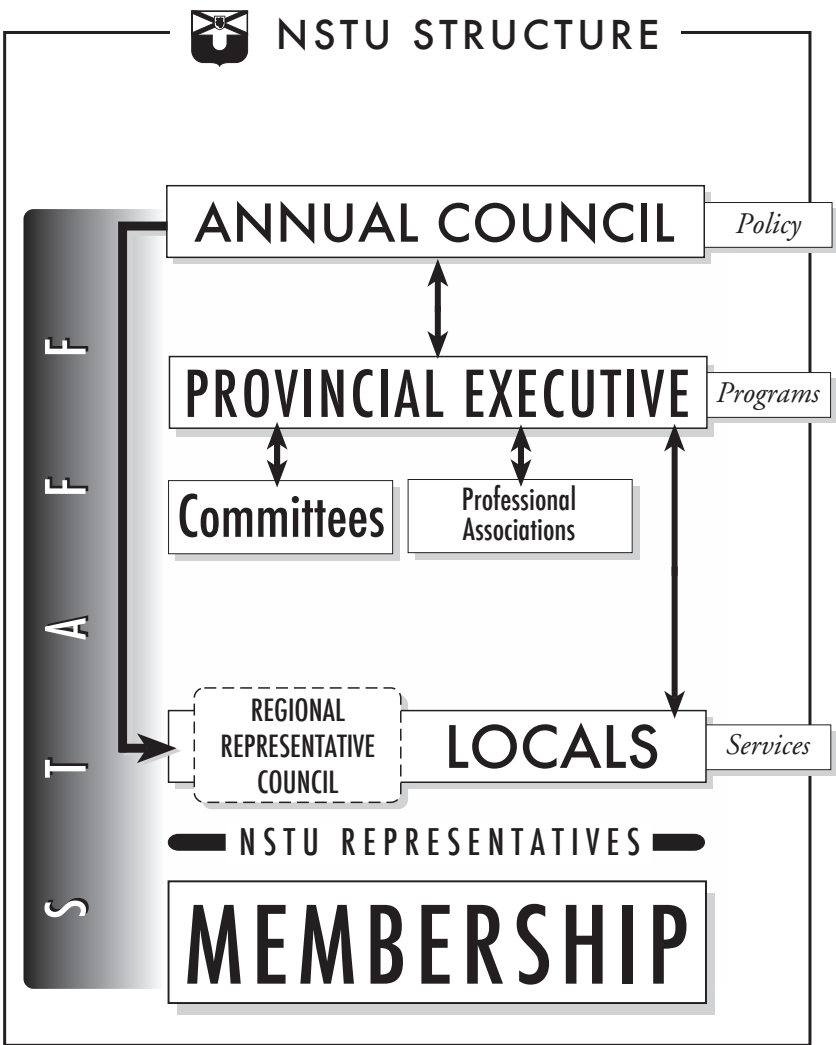
■ Shaded areas indicate CSANE members

APSEA throughout the province



# Organizational Structure

New  
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# Structure Details

## I Provincial Executive

The Provincial Executive is elected from across the province to represent NSTU members. They meet monthly and direct the business of the Union between Councils. A list of Provincial Executive members can be found in the Member Diary.

## II Local Executive

This executive is made up of members elected from the Local. The Local Executive is a committee of the Provincial Executive and conducts the business of the local.

## III NSTU Reps in Local

Each school / campus has one or more union representative. Reps provide the essential connection between the provincial body, the Local, and the individual member.

## IV Regional Representative Council (RRC)

The RRC represents the bargaining unit and deals directly with the Regional Centres for Education in the public school system. CSANE does not have an RRC.

*A list of Local Executive and NSTU reps can be obtained from your Local President.*



**Without your support and input,  
there is no Union**

**Get involved!**





# NOTES

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# NOTES







## **NOVA SCOTIA TEACHERS UNION**

3106 Joseph Howe Drive  
Halifax, Nova Scotia B3L 4L7  
[www.nstu.ca](http://www.nstu.ca)

*Comments on this document are welcomed.  
Toll free: 1-800-565-6788 E-mail: [nstu@nstu.ca](mailto:nstu@nstu.ca)*

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