

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



2020 Edition

Welcome!

**New
Member
Guide to
the NSTU**

September 2020

Dear NSTU sibling,

Whether you are a new graduate, an established teacher transitioning from elsewhere or something in between, welcome to teaching in our province and to membership in the Nova Scotia Teachers Union. New beginnings in teaching are full of hope, promise and passion, all essential ingredients in your journey. I believe you will find these qualities fuel the persistence of life-changing teachers, no matter the stage of their career, and empower them to thrive.

It takes time to establish your practice as a teacher in a new setting. I encourage you to adopt the posture of a willing learner. What we do is demanding and challenging. Effective teachers grow sharper through collaboration, so I urge you to find the helpers in your school and within the NSTU that feed your passion and hone 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 and Provincial Levels. Support is available to you through your NSTU school representative, your local president, regional representative council chair, NSTU Staff and me. All of us are available to you if you have questions or experience difficulties regarding your employment or professional life. We are also here to stand with you when balancing the personal with the professional becomes difficult. In these times we hope you will embrace the open hand the NSTU offers and make use of the supports and resources available to you.

Our union is strong because members like you engage and participate. Never dismiss the strength or impact you have as an individual member. I encourage you to embrace that power from the outset as you embark on your teaching journey here. Consider growing as a leader 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. The lasting relationships you share with others engaged with the NSTU will play a major role in learning about your rights, conditions of employment and opportunities to lead within your union and profession.

This is your union and your profession. Together, we are the voice of public education and teachers in our province. I look forward to sharing that work with you!

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.

All my best,



PAUL WOZNEY

President, Nova Scotia Teachers Union



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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
Address 3106 Joseph Howe Drive
Halifax, NS B3L 4L7



Other NSTU e-mail addresses may be found
on our website: www.nstu.ca

TEACHERS *PLUS* CREDIT UNION

Telephone 902-477-5664
Toll Free 1-800-565-3103
E-mail info@teachersplus.ca
Website 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
Website: 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

- ___ Contact NSTU rep or Local President to ensure you are aware of NSTU activities.
- ___ Activate your free NSTU e-mail account. (Go online to www.nstu.ca or contact NSTU central office by e-mail, webaccounts@nstu.ca or call 1-800-565-6788; if making a request by email ensure you include your full name and professional number.)
- ___ Ensure all insurance forms are completed and submitted to Johnson Inc prior to October 15.
- ___ Ensure your registration for October Conference Day meets the deadline.
- ___ Ensure your Membership Registry Profile is accurate (if not already registered, ensure a Membership Information Form is completed by deadline).
- ___ Find out when there are union activities and participate actively.
- ___ Create a file for substitute teacher 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 Kit



Programs & Services

Professional Learning 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 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.

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 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 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.

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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.

Visit the Teacher Resources page on the NSTU website for items available free of charge to assist you in the classroom.

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. 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!



New Member Guide to the NSTU



*Executive Director
– Janine Kerr
(on leave)*



*Acting Executive
Director –
Simon Wilkin*



*Acting Assistant
Executive Director
– Jack MacLeod*



*MEMBER SERVICES: Paul Boudreau (Term), Wally Fiander, Tim MacLeod (Term),
Kyle Marryatt*



*MEMBER
SERVICES:
Stacy Samson*



*PROFESSIONAL LEARNING: Pamela Langille,
Miguelle Légère, 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; Communications Support Specialist Mark Laventure.

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.
Seated (L-R): Karen Staples, Lisa Farmer, Nancy Day, and Hilton Smith (on leave).
Missing from photo: Courtney Costard, Robert Laushway, Marie MacInnis, 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.

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



Local Professional Development Committees.....	M. Légère
Membership Registry	S. Wilkin/B. Tufts
Member Services	
Discipline.....	S. Wilkin
Negotiations.....	S. Wilkin
New Member Initiatives	M. Légère
NSTU Guidebook	L. Robitaille
Occupational Health & Safety Act	Member Services
PL Grants (NSTU)	M. Légère
PL Workshops.....	PL Department
Pensions	K. Marryatt/J. MacLeod
Policy	L. Robitaille
Professional Agreements	Member Services
Professional Associations	M. Légère
Professional Cases (Discipline)	S. Wilkin
Program Development Assistance Fund (PDAF)	M. Légère
Project Overseas	M. Légère
Promotional Services	A. Murray
Property	N. Morton
Provincial PD Committee	M. Légère
Public Affairs / Public Relations	TBD
Resolutions (Council).....	L. Robitaille
Retired Teachers Organization.....	S. Wilkin
Sheonorol Grants	P. Langille
The Teacher.....	A. Murray
Webmail.....	S. Wilkin/B. MacIsaac
Website	S. Wilkin/B. Tufts



Locals

of the Nova Scotia Teachers Union



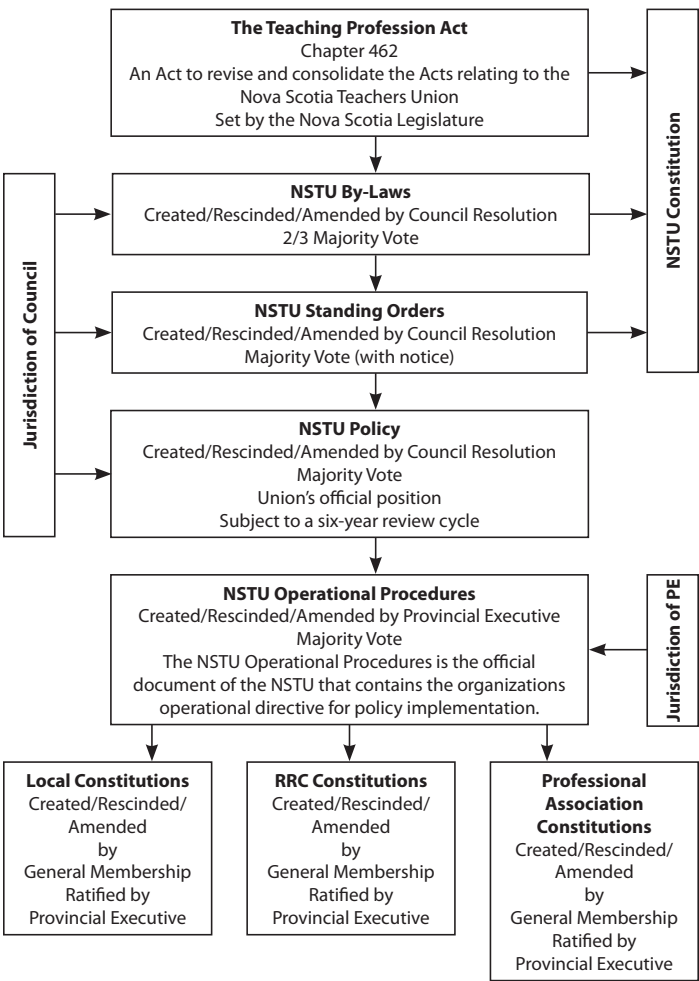
■ Shaded areas indicate CSANE members

APSEA throughout the province



Constitutional Framework of the Nova Scotia Teachers Union

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NSTU Structure

I NSTU Council

The Council as defined by the *Teaching Profession Act* is established pursuant to NSTU By-Laws and shall be the supreme governing body of the Union. Annual Council sets NSTU By-Laws, Standing Orders, and Policy for the organization.

II 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.

III 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.

IV NSTU Reps in Local

Each public educational site has one or more union representative. Reps provide the essential connection between individual member, the Local, and the Provincial Executive.

V Regional Representative Council (RRC)

The RRC represents the regional bargaining unit and deals directly with the Regional Centres for Education in the public school system. The CSANE and APSEA Locals do not have an RRC, these Locals function as the regional bargaining unit for their members with the employer.

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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NOVA SCOTIA TEACHERS UNION

3106 Joseph Howe Drive
Halifax, Nova Scotia B3L 4L7
www.nstu.ca

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

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