

## **MANDATE NURSING HOMES CENTRAL NEGOTIATING TEAM**

The Nursing Homes' Central Negotiating Team represents membership throughout the process of central negotiations with Participating Nursing Homes in keeping with ONA's Vision, Mission, Constitution and Goals. This includes the establishment of the central process, the finalization of initial contract proposals and any amendments thereto as necessary in the course of central negotiations. The team will ensure the ratification process of the Organization is followed in the event of a central settlement; or the arbitration process, where voluntary settlement is not reached. The team will be responsible, through the President, for keeping membership informed as appropriate.

### **SCOPE OF WORK FOR NURSING HOMES CENTRAL NEGOTIATING TEAM:**

The mandate of the Nursing Homes Central Negotiating Team includes:

- Attend and participate in an orientation/education program.
- Negotiate and finalize a "Memorandum of Conditions for Joint Bargaining" with Participating Nursing Homes.
- Make recommendations to the Board of Directors with respect to next steps if the terms and conditions for central bargaining cannot be satisfactorily resolved.
- Finalize outcomes and objectives for the central process.
- Review bargaining objectives, membership research and supporting data on central issues.
- Finalize initial contract proposals relative to central issues.
- Attend and participate in all negotiations including conciliation, mediation and arbitration, if necessary.
- Review, and have input into any arbitration submissions.
- Communicate regularly to the Board of Directors and membership through the President on the status of central bargaining.
- Ensure the ratification process is followed and attend and participate in any sector meeting(s) held to interpret a settlement and finalization of a plan for implementation.
- Attend and participate in any sector meeting(s) held to interpret a central award and finalization of a plan for implementation.
- As necessary, attend and participate in learning session(s) relative to the central process.

### **ORIENTATION/EDUCATION:**

The members of the Nursing Homes Central Negotiating Team will receive an orientation/education, which will take place prior to the setting of proposals and will enable individuals to carry out their roles on the team. There is an expectation that all team members are to attend orientation.

### **MEETINGS:**

During preparation time, the Nursing Homes Central Negotiating Team will meet as required. Negotiations could take place up to twenty-four (24) hours per day and seven (7) days per week.

**QUALIFICATIONS RECOMMENDED:**

1. A minimum of three (3) years relevant work experience;
2. Completed a minimum of one (1) round of Nursing Homes bargaining unit negotiations;
3. Active at the bargaining unit level in negotiations, grievances or Labour/Management Committees;
4. Attended at least two (2) ONA education workshops; and,
5. Additional preparation and experience in labour relations is desirable.

**COMPOSITION:**

The team will be composed of one (1) member with entitlements from each Region in the province. Each member of the Nursing Homes Central Negotiating Team will be elected by and from the Nursing Homes members in their respective Region. In addition, the President, First Vice-President, and the Chief Executive Officer will be ex-officio members of the Team.

The team will be supported by select key ONA negotiations staff.

**TERM:**

Effective at the commencement of orientation to the completion of bargaining a renewal central collective agreement.

**PROCESS FOR SELECTION:**

1. Nominations will be requested from Nursing Homes members with entitlements working in the Nursing Homes sector in each Region.
2. The call for nominations will include a date, after which no nominations will be accepted.
3. Candidates, who consent to nomination, must be members with entitlements working in the Nursing Home sectors nominated by members with entitlements and from the Region in which they are running.
4. Candidates are asked to complete a resume form.
5. Once nominations have been closed, candidates will be validated with respect to membership. A ticket of nominations will be provided/made available to every Nursing Homes member with entitlements working in the Nursing Homes sector in a Region. The Ticket of Nominations shall be posted on the ONA website. Voting information will be provided to members with entitlements working in the Nursing Homes sector in a Region.
6. Each member with entitlements employed in the Nursing Homes Sector in the Region will be entitled to one (1) vote in accordance with the ONA's Constitution.
7. Candidates, Nursing Homes Bargaining Unit Presidents and Local Coordinators will be notified of the successful candidates.