



UNISON

*Yorkshire and
Humberside*



Activist Training Course Programme

September 2025 - February 2026

Contents

Page 3	Introduction
Page 4	Welcome
Page 6	Practicalities
Page 7	Calendar of Courses
Page 8	Initial Training for New Activists
Page 11	Follow-On Courses
Page 19	Equality Courses
Page 22	Tutor Training
Page 23	GDPR and e-Learning
Page 24	Useful Links
Page 25	UNISON Learning & Organising
Page 27	How to Apply and Cancellation Fees
Page 28	Contact us



Introduction

This programme is designed to help you get the education and training you need to be active in UNISON. The aim of the training is to help you in whatever union role you have; whether you are starting out, taking on a new role, or have been involved for some time.

Our education and training aim is to meet the organising challenge and the priorities set by Regional Council by helping you:

- Apply the skills you have to your trade union role and develop new skills,
- Develop your understanding of workplace issues for sharing with your members,
- Explore what it means to be an activist in an organising union,
- Get the support you need through quality training.

Our courses aim to help meet the organising challenge in UNISON and develop UNISON as an organising union so that we:

- Welcome and involve new members,
- Base our bargaining agenda on members' needs,
- Do things with members, not simply for them,
- Encourage members to be workplace reps at a level they are comfortable with,
- Work through a strong and effective network of local reps,
- Organise around the collective dimension to individual problems.

Y&H Regional Education Team:

*Dan Wood; Rose Bent;
Kath Ruth; Tanya Shearer*



Welcome

Welcome to Yorkshire & Humberside's Regional Education and Training Programme. Firstly, we want to say a huge thank you for everything you do for our members in UNISON in Yorkshire & Humberside and thank you for taking on these really vital roles.



Having active reps in branches is crucial to support our members but is also really rewarding for you as an individual. These activist courses are designed to set you on your journey in your role – equip you with the basic knowledge and information you need to get started, or to help you develop your skills.

They will also provide you with a very valuable networking opportunities with other reps from other branches across the region. We offer support within the branch and within the Region so you don't ever feel alone.

We are now delivering more training at more locations across the Yorkshire and Humberside region, removing barriers to participation by bringing learning closer to our branches and activists. Every year we look to include courses at Local Learning Hubs within each of our constituent counties – Sheffield in South Yorkshire, Northallerton in North Yorkshire, Hull in East Riding, and Grimsby in Lincolnshire, to supplement the training available in West Yorkshire at our UNISON Regional Centre in Leeds. The programme is designed to increase access to the most up to date training UNISON can offer both for new and developing existing activists. UNISON needs to continue to increase our activist base, and attract better equipped and motivated activists. The courses provided are aimed at building confidence and developing skills abilities. We are sure that both you and UNISON will benefit from the experience. It is never too late to learn.

UNISON College brings together learning, education and training that we provide for UNISON members and activists into one coherent offer. Building on our long tradition of providing high quality training, it will equip our activists with the confidence, knowledge and experience they need to advocate for our members and empower our members to take control of their lives and shape their career. UNISON College is growing and developing all the time offering both online and face-to-face learning, together with a wide range of courses, workshops and e-notes.

Branch development is vital in recruiting and organising and retaining members. We are constantly striving to increase membership and provide a better service.

Increasing membership and developing new activists from all sectors of the union will make us stronger and more representative of our members.

Branches and the Region will contribute to ensure no member should be out of pocket attending UNISON courses and that access is freely available to as many members / activists as possible. Any additional travel costs or carer costs can be claimed from your branch, but you do need to speak to your branch and get their agreement in advance.

We also offer a separate members-only training programme detailing some of the courses/workshops UNISON offers for all members. You can obtain a copy of this from our website.

We pride ourselves on offering an extremely friendly relaxed and supportive learning environment, and this gives opportunities to meet new people make new friends and build networks with other branches and activists learners to build on knowledge and skills. Working together with other Trade unionists to achieve common goals is at the fundamental core of our organisation and we offer many opportunities for development.

So please access and enjoy our learning offer and don't be afraid to comment on things that went well or not as well as we are always striving to improve your learning experience, and all feedback is carefully considered and used to improve our delivery.

We reviewed our branch fees for both online and face-to-face learning at the start of 2024. Our branch charges for 2025 will remain the same. Our online multi-day courses will continue to be £50 per delegate for courses such as our 5-day reps training courses, workplace reps refresher courses. Our online courses that run for just one day will remain at £25 per delegate, per day or £15 per delegate, per half day. Our face-to-face fees are £30 per day, per delegate or £15 per half day, per delegate.

We have increased our Residential courses due to the rising costs of hotel fees. Our Residential courses (when offered) will now be charged at £250 per delegate (1 night residential) or £100 per delegate if non-residential, for courses such as our Branch Officer Training Weekend where the event is taking place in an external venue. Our fees are being reviewed on an ongoing basis, and we will advise you if there are any further changes

I hope you will participate and enjoy what we have to offer, and we firmly believe UNISON has the best trained activist of any other union in the UK.

Wendy Nichols
Regional Convenor

Karen Loughlin
Regional Secretary

Practicalities

Our courses are friendly and informal and are aimed at making learning fun. Everybody's views and experiences are listened to. Much of the time is spent working in small groups. You won't be lectured to or suddenly be called in to give answers.

Access

UNISON's policy is to use training venues that are fully accessible for those members with disabilities, and we make every effort to do so. However, facilities for disabled members do vary between venues, so please let us know relevant details of your disability when booking a place. If you require a facilitator in order for you to take part, then you need to tell us.

Ramadan

For those members attending courses during Ramadan the course tutors will liaise with the member and the training venue to ensure that food is available at the appropriate time for the member to break their fast.

Course Fees

There is no cost to members attending any UNISON courses. Course fees will be charged to your Branch on a subsidised basis.

Expenses

In line with your own Branch policy, you may reclaim travel and additional childcare expenses from Branch funds.

Time Off

Members should contact their Branch Secretary or Branch Education Co-ordinator regarding time off to attend trade union courses. Time off with pay is normally available to stewards/representatives to attend trade union courses. However, not all courses attract time off with pay. Also, some of our courses are open to all members and they are therefore not normally eligible for time off. If you are in doubt, contact your Branch. For more information visit: <https://learning.unison.org.uk>.

Dietary Requirements

If you have dietary requirements, please let us know so that this can be accommodated. If you would prefer to bring your own lunch, we have fridges where this can be stored at our Regional Centre in Leeds.

Reasonable Adjustments

Please let us know if you require any adjustments to help your learning such as a requirement for a loop system. Our course material and workbooks are printed on white paper as standard but if you need these printing on a different colour paper to aid with reading if you have dyslexia, then please tell us. Our training rooms at our Regional Centre in Leeds have quite a lot of natural light so if it is more comfortable for you to not have the lights on, please let the tutor know and we will make every effort to make the room as comfortable as we can. We usually do small group work as well as work in a large group and there is a kitchen area where people can make and have tea / coffee and eat lunch.

Late applications

Please ensure that applications are received before the closing date as late applications may mean that a course may be cancelled. Most courses operate on a minimum of 10 applicants, so please don't delay, send your form in today.

Calendar of Courses (Sept 2025 – Feb 2026)

Training Course	Dates / Times	Apply by	Cost per delegate	Virtual / Venue*
Making Equality Central to your Union Practice	15 September 2025	15-Aug-25	£30	Hull
Making Equality Central to your Union Practice	16 September 2025	15-Aug-25	£30	Sheffield
Further Representation Skills	16, 17 September 2025	15-Aug-25	£60	Hull
Further Representation Skills	17, 18 September 2025	15-Aug-25	£60	Sheffield
Organising Steward	22, 23, 24, 25, 26 September 2025	22-Aug-25	£150	Leeds
Workplace Reps Refresher Training	1, 2 October 2025	1-Sep-25	£60	Leeds
Health & Safety Representatives	6, 7, 8, 9, 10 October 2025	5-Sep-25	£150	Leeds
Writing a Motion and UNISON Structures	13 October 2025	12-Sep-25	£30	Leeds
Organising Steward	13, 14, 15, 16, 17 October 2025	15-Sep-25	£150	Leeds
Making Equality Central to your Union Practice	17 October 2025	15-Sep-25	£25	Virtual
Employment Law: Race & Sex Discrimination	21 October 2025	19-Sep-25	£30	Leeds
Employment Law: Disability Discrimination Law	22 October 2025	19-Sep-25	£30	Leeds
Artificial Intelligence in the Workplace	4 November 2025	3-Oct-25	£30	Leeds
Introduction to Equal Pay	5, 6 November 2025	3-Oct-25	£60	Leeds
Introduction to Employment Law	20, 27 November, 4 December 2025	17-Oct-25	£50	Virtual
Organising Steward	10, 11, 12, 13, 14 November 2025	10-Oct-25	£150	Northallerton
Organising Steward	17, 18, 19, 20, 21 November 2025	17-Oct-25	£150	Grimsby
Discussion Leaders	27, 28 November 2025	27-Oct-25	£60	Leeds
Organising Steward	1, 2, 3, 4, 5 December 2025	3-Nov-25	£150	Leeds
Organising Steward	12, 13, 14, 15, 16 January 2026	12-Dec-25	£150	Leeds
Making Equality Central to your Union Practice	23 January 2026	18-Dec-25	£30	Leeds
Organising Steward Virtual Training	20, 22, 27, 29 January, 5 February 2026	18-Dec-25	£50	Virtual
Workplace Reps Refresher Virtual Training	26, 27 January 2026	2-Jan-26	£50	Virtual
Team Negotiating Skills	4, 5, 6 February 2026	5-Jan-26	£90	Leeds
Introduction to Mental Health at Work	25, 26, 27 February 2026	23-Jan-26	£90	Leeds

Key: Green – Virtual Blue – In Person Yellow – Local Learning Hub in person

Note: Course times will be 9:30-16:30, unless otherwise stated

Leeds courses will take place at UNISON Regional Centre, Quayside House, Granary Wharf, Leeds, LS11 5PS

Sheffield courses at the Niagara Conference Centre, Sheffield, S6 1LU

Hull courses will take place at Brunswick House, Strand Close, Beverley Road, Hull, HU2 9DB

Grimsby courses will take place at Centre4, 17a Wootton Road, Grimsby, DN33 1HE

Northallerton courses will take place at UNISON Office, Grounds of 3 Racecourse Lane, Northallerton, DL7 8QZ

Initial Training for New Activists

Organising Steward

If you are a new steward, then this is an essential course for you. This course looks at what the roles of the steward are and gives you the skills, knowledge and understanding to carry out these roles, for example recruiting members and involving them in the union and how to work with members to tackle problems at work.

- Recruiting members
- Keeping members informed
- How to raise issues in UNISON
- Proportionality and fair representation
- Interviewing members
- Understanding your grievance and disciplinary procedures

Our virtual steward course delivers the same learning outcomes as the face-to-face Stage 1 + Stage 2 workplace representatives course combination. We have transformed our classroom-based course into a virtual course, delivered by an experienced tutor.

This course is 30 hours learning in total and will be delivered over 5 days.

Dates for virtual training:

- 20, 22, 27, 29 January, 5 February 2026 (2 x Tuesdays, 3 x Thursdays)



The online training will be delivered over 5 days via Microsoft Teams

Branch Charge: £50 per delegate for online training

Dates for face-to-face training:

- 22, 23, 24, 25, 26 September 2025 in Leeds
- 13, 14, 15, 16, 17 October 2025 in Leeds
- 10, 11, 12, 13, 14 November 2025 in Northallerton
- 17, 18, 19, 20, 21 November 2025 in Grimsby
- 1, 2, 3, 4, 5 December 2025 in Leeds
- 12, 13, 14, 15, 16 January 2026 in Leeds



The face-to-face training is non-residential and will take place in the areas specified above. For details of the venue please see the calendar of courses on page 7.

Branch Charge: £150 per delegate for face-to-face training

What our activists say about the Organising Steward course



“I enjoyed the whole course content it covered good basics, and we had opportunities for questions throughout”
(from Organising Steward Virtual Training)

“Course enables me to help represent members in meetings at work”
(from Organising Steward in Person Training)

“The course was what I need to become a good steward”
(from Organising Steward in Person Training)

“Venue was very welcoming, accessible and accommodating”
(from Organising Steward in Person Training)

“I felt there was a very good balance of giving us the information we needed but also allowing time for people to give their input and participate. I particularly enjoyed the insights from people working in different roles/sectors to my own”
(from Organising Steward in Person Training)



Health & Safety Representatives Training

Our Organising for Health and Safety course is essential for new health and safety representatives. We have transformed our classroom-based course into a virtual course, delivered by an experienced tutor.

You will learn about health and safety legislation, including the law relating to risk assessment, and your employer's responsibilities. It will help you work with members to tackle workplace issues and develop your confidence to represent them effectively.

This course is essential for new Health and Safety Representatives, or for those Health and Safety Representatives who have more experience but who haven't yet had the chance to go on this course.

- What is the job and rights of a Health and Safety Representative?
- How do you interview a member? How do you start to prepare a case?
- How do you carry out a Health and Safety inspection?

This course is 30 hours learning in total.

Dates for face-to-face training:

- 6, 7, 8, 9, 10 October 2025

This training will be delivered over 5 days and will take place at UNISON Regional Centre, Quayside House. This is a non-residential course.

Branch Charge: £150 per delegate



Follow-On Courses for Activists

All Stewards/Workplace Reps are required to attend an ERA re-accreditation course within 5 years of their initial reps training and within every 5 years thereafter. Re-accreditation courses are outlined in UNISON Scheme for the Accreditation and Training of UNISON Stewards/Workplace Reps. This includes our Regional Workplace Reps Refresher Training, Further Representation Skills, Team Negotiating Skills.

Workplace Reps Refresher Training



This training course is designed to meet the requirements of the Employment Rights Act (ERA) re-accreditation for further training of steward and workplace reps.

The course aims to:

- Update reps on new legislation
- Introduce new developments within UNISON
- Share skills and experience to further develop approach as a UNISON rep

All stewards must attend ERA re-accreditation refresher course no later than every 5 years.

Dates and times for virtual training:

- 26, 27 January 2026

The virtual training will be delivered via Microsoft Teams

Branch Charge: £50 per delegate for virtual training



Dates for face-to-face training:

- 1, 2 October 2025

The face-to-face training will be delivered over 2 days and will take place at UNISON Regional Centre, Leeds. This is a non-residential course.

Branch Charge: £60 per delegate for the face-to-face training



Further Representation Skills Training



This course is designed to follow on from the stage 2 stewards course or equivalent and is aimed at existing UNISON stewards. The course reinforces some approaches and procedures introduced in the course and explores in more detail:

- Process for identifying needs and exploring what is and isn't a case
- Recap on sources of information especially the ACAS code
- Preparing for a grievance and a capability case
- Planning and building a case including interviewing witnesses
- Possible outcomes from cases
- Building confidence, getting organised and looking after yourself.

This training course is designed to meet the requirements of the Employment Rights Act (ERA) re-accreditation for further training of steward and workplace reps. All stewards must attend ERA re-accreditation course no later than every 5 years.

Dates for face-to-face training:

- 16, 17 September 2025 in Hull
- 17, 18 September 2025 in Sheffield



The face-to-face training will be delivered over 2 days and will take place at UNISON Regional Centre, Leeds. This is a non-residential course. For details of the venue please see the calendar of courses on page 7.

Branch Charge: £60 per delegate for the face-to-face training



Team Negotiating Skills

This three-day course is aimed at activists with little experience of negotiating, or those with some experience but who wish to improve their skills. The course will demonstrate:

- How to be a more effective team negotiator
- Different negotiating styles
- Analysis of the different stages of negotiations
- Building negotiating skills through role practice

Dates for face-to-face training:

- **4, 5, 6 February 2026**

This face-to-face training will take place at UNISON Regional Centre, Quayside House. This is a non-residential course.

Branch Charge: £90 per delegate for the face-to-face training



Introduction to Equal Pay

This training will equip representatives with the basic knowledge necessary to recognise equal pay issues in the workplace and to plan for taking these issues up with employers. This course covers an introduction to:

- The gender pay gap and its causes
- The concept of equal pay for equal work
- The link between equal pay and job evaluation
- How employers defend equal pay claims
- Discrimination in pay structures (with a focus on gender)
- Equal pay audits and equality impact assessment
- UNISON's Equal Pay strategy

Dates for face-to-face training:

- **5, 6 November 2025**

This face-to-face training will take place at UNISON Regional Centre, Quayside House. This is a non-residential course.

Branch Charge: £60 per delegate for the face-to-face training



Introduction to Mental Health at Work

This course is aimed at Health and Safety Reps and Branch activists.

The aims of the course are to;

- Examine what we mean by 'mental illness'
- Look at what employers can do to maintain mental health at work
- Identify some of the common signs and symptoms of poor mental health in the workplace
- Discuss and explore strategies for intervention and support for members experiencing mental ill health
- Understand what causes stress for us in our union roles
- Review strategies for coping with stress

UNISON recommends this course as a basis for all other mental health training. This course would not be suitable for reps who have already completed other mental health training such as mental health first aid MHFA training.

Dates for face-to-face training:

- **25, 26, 27 February 2026**

The face-to-face training will take place at UNISON Regional Centre, Quayside House. This is a non-residential course.

Branch Charge: £90 per delegate for the face-to-face training



Artificial Intelligence in the Workplace

The introduction of new Artificial Intelligence (AI) technology in the workplace can help to improve work for staff and make it fairer, safer, faster, less monotonous, more productive. But it may put some jobs at risk. It may require many workers to retrain and learn new skills. It is important that this is recognised, and action is ongoing so that workers are always prepared and ready. Whilst some sectors may have expanded as a result of technological innovation, others have found that new technology has replaced labour.

For employers, it is expected that new technology will increase their productivity and profits. Workers too should be able to share in the benefits of new technology and be assured that their interests are protected. The aim of this brief introductory session is to introduce activists to some of the terminology around the technology, to highlight some of the issues arising from its use and to devise an approach to organising around it.

Dates for face-to-face training:

- **4 November 2025**

The face-to-face training will take place at UNISON Regional Centre, Quayside House. This is a non-residential course.

Branch Charge: £30 per delegate for the face-to-face training



Writing a Motion and UNISON Structures

This workshop is aimed at activists who are considering submitting motions to National Delegate Conference, service group conferences or self-organised group conferences. The course aims:

- To understand of what a motion is and what they are used for
- To learn how to write a competent motion
- To help participants understand their role in policy making of the union, using democratic structures

Dates for face-to-face training:

- **13 October 2025 (10:00-16:00)**

The face-to-face training will take place at UNISON Regional Centre, Quayside House. This is a non-residential course.

Branch Charge: £30 per delegate for the face-to-face training



EMPLOYMENT LAW TRAINING

Introduction to Employment Law

This virtual course is designed as a general introduction to the law on employment rights and contracts of employment and is aimed at stewards with little experience of employment law and no previous training in employment law beyond what is covered in the general stewards' induction course: The Organising Steward.



The course will cover:

- Employment rights – what they are, how they are defined.
- The basics of contracts of employment
- The different types of dismissal
- An overview of discrimination law

To apply, you must:

- Be able to commit to attending all 3 course dates for the full 3 hours.
- Be able to access a secure internet connection and have a computer or tablet on which to access to Zoom
- Have permission from your employer if you are using their IT equipment
- Have agreed Facility Time (time off) from your employer to attend the full 3-hour session if attending during working hours.
- Be prepared to spend approx. 2 hours (in total) at home before and in between training sessions on exercises which we will send you in advance.
- Have agreement from your branch to attend.

Dates and times for virtual training:

- 20, 27 November, 4 December 2025 (9:30-13:00 each day)

This course will be delivered via Zoom.

Branch Charge: £50 per delegate for virtual training



What our activists say about the Introduction to Employment Law course



“The course was useful and insightful. It really hits home how complicated each individual case can be whilst providing really good examples of how evidence and essential to cases.”

(From Introduction to Employment Law Virtual Training)

“The course content was perfect. I am relatively new to the subject, and I found it incredibly informative, challenging, but just accessible enough that I felt I understood everything and could keep up. At the same time, many of the participants had much more experience than me, but they also seemed to find it incredibly useful too, so I think it was pitched perfectly for people of all different levels.”

(From Introduction to Employment Law Virtual Training)

“To have a better knowledge of employment law means that I can better represent members should they have any work-related issues”

(From Employment Law Virtual Training)

“This will be invaluable when representing members”

(From Introduction to Employment Law Virtual Training)

“Excellent, best training I have attended in a long while. Thank you”

(From Introduction to Employment Law Virtual Training)

“As a workplace steward, it gave me a good idea of what to look out for in more complicated cases” **(From Employment Law Virtual Training)**

Employment Law: Race & Sex Discrimination

This one-day course explores race and sex discrimination law by examining case studies. It introduces:

- concepts of direct discrimination, indirect discrimination and victimisation
- discrimination time limits
- the Public Sector Equality Duty

The law is only one option of a range of steps activists may take to challenge race and sex discrimination in the workplace. The purpose of this course is not to explore awareness or policy issues as such, but to provide an introduction to how the law works in this area.

Dates and times for face-to-face training:

- **21 October 2025**

This face-to-face training will take place at UNISON Regional Centre, Quayside House. This is a non-residential course.

Branch Charge: £30 per delegate for face-to-face training



Employment Law: Disability Discrimination Law

This one-day course introduces:

- the Equality Act and the definition of disability
- the duty to make reasonable adjustments
- tribunals and time limits

The law is only one option of a range of steps which activists may take to challenge disability discrimination at work and improve the rights of disabled members. The purpose of the course is not to explore awareness or policy issues as such, but to provide an introduction to how the law works in this area.

Dates and times for face-to-face training:

- **22 October 2025**

This face-to-face training will take place at UNISON Regional Centre, Quayside House. This is a non-residential course.

Branch Charge: £30 per delegate for face-to-face training



Equality Courses for Activists

UNISON is committed to combatting the rise of discrimination and harassment through education and has a duty to ensure that activists are trained and equipped to recognise workplace discrimination and harassment and have the confidence to challenge it.

This training will build on what you might have learned on courses attended as part of training from your employer; however, these courses look at equalities from a Trade Union perspective and will often outline a collective industrial approach. All UNISON representatives (including Stewards, health and safety reps, union learning reps and equality reps) are required to attend equality training within two years of completing their induction training.

Those UNISON representatives and branch officers who undertake representation and negotiations should attend the Challenging Racism in the Workplace course and other appropriate equality training, such as UNISON's advance employment equality law courses, within three years of appointment.



Making Equality Central to your Union Practice

This 1-day course is designed to follow on from the 5-day reps training. All UNISON representatives (including stewards, health and safety reps, union learning reps and equality reps) are required to attend equality training within two years of completing their induction training.

Equality is written into our rule book and into our objectives and policies but making equality part of everyday business is no small task. Making equality central to your union practice is a course that explores internal and external tools, which can support equality bargaining, negotiating, and representation. The course also looks at how to identify equality themes in organising and recruitment, as well as considering the different equality roles in UNISON and how you can utilise their support.

This virtual course is open to all activists and covers:

- Putting equality to the heart of what we do
- UNISON race protocol
- Equality Impact Assessment
- Bargaining and negotiating
- Organising and recruitment
- Building your equality team
- Equality in action
- Next Steps

Dates and times for virtual training:

- 17 October 2025

This course will be delivered via Microsoft Teams

Branch Charge: £25 per delegate for virtual training



Dates and times for face-to-face training:

- 15 September 2025 in Hull
- 16 September 2025 in Sheffield
- 23 January 2026 in Leeds

The face-to-face training is non-residential and will take place in the areas specified above. For details of the venue please see the calendar of courses on page 7.

Branch Charge: £30 per delegate for the face-to-face training



Challenging Racism in the Workplace

This course is designed for all Branch activists and negotiating reps. The course is designed to be run on a branch-by-branch basis or with groups of branches. It works best when groups of reps from a branch work together to develop an action plan based on their own employer(s) and experience.

This virtual course is open to all activists and covers:

- To raise your awareness of the opportunities equality law provides to identify institutional racism and ensure that the issues are dealt with
- To improve your knowledge of the tools you can use to engage with your employer on tackling race discrimination
- To explore how an organising approach can be taken to tackling racism in the workplace.
- To build confidence in negotiating with employers and anticipating any challenges
- To develop a realistic action plan for the branch

If you are interested in running this course in your branch or between a few branches in your area, please get in touch.



Tutor Training

UNISON's Lay Tutor Training Scheme is aimed primarily at branch activists who want to use education methods to run organising-focused branch-based training for members. To maintain a consistent standard of lay tutor training across all regions, the Scheme will operate as follows:

Discussion Leaders

This course is designed for branch activists and officers who wish to improve their discussion leading skills and help build branch organisation. It also forms the first part of a programme aimed at developing lay tutors. The course introduces activists to education methods for use in branch activities. It aims to give activists the skills and confidence to run small branch workplace discussions.

Dates and times for face-to-face training:

- **27, 28 November 2025**

This face-to-face training will take place at UNISON Regional Centre, Quayside House. This is a non-residential course

Branch Charge: £60 per delegate for the face-to-face training



What our activists say about our courses

“Really enjoyed the Course lots of useful information that is relevant to my union role”

“Excellent content, delivered well, interactive and informative”

“The content was very well delivered, presenter was engaging and took time to answer any questions from the group.”

“It gave me a good insight into what my role would be and where to get information and where my support network is when i am supporting others”

“Great. Very comprehensive and lots to cover, but the pace was relaxed and enjoyable. Tutor was excellent. Learnt lots and the UNISON padlet is very helpful to have.”



E-Learning and GDPR Training

To access UNISON e-Learning please visit <https://e-learning.unison.org.uk/>

This e-note is aimed at all activists. While dealing with members, you may have some dealings with members' personal data. This might include people's names, financial details, home and email addresses, age, or gender. And, because membership of a trade union is classed as 'sensitive personal data', it requires extra care.

UNISON has created an e-note (a short online learning module) that covers the main data protection issues that you need to be aware of as a UNISON activist. It outlines the scope and requirements of the law and explains what you should do to ensure that you and your branch don't breach the GDPR (general data protection requirement).

To complete this activity, you need to:

1. Create an account on MyUNISON (you may already have done this, if you've ever used the Organising Space, the Online Conference System (OCS), or My Details)
2. Log in to the e-learning site at <https://e-learning.unison.org.uk>
3. Find the course (you can find it under the category 'More for activists', linked from the front page, or go directly to <https://e-learning.unison.org.uk/>)
4. Select 'Enrol me'. This will give you access to the e-note.
5. Select 'Data protection and the GDPR – click this link'. Then select 'Start'.
6. The module should take you around 20 minutes to work through. Be sure to complete the quiz at the end of the module and select 'Complete' at the end – this ensures that your learning will be recorded.

If you're a UNISON activist or member of staff, why not join the Organising Space? You can share experience or ask for advice in the Organising Through Learning community, and browse a huge collection of resources under Learning and Development.

Log in using your My.UNISON account at <https://my.unison.org.uk/>

You can access the Organising Space at <https://organisingspace.unison.org.uk/OS/>



Useful Links For Reps

- **UNISON e-learning**
<https://e-learning.unison.org.uk/>
- **UNISON Organising Space**
<https://organisingpace.unison.org.uk/OS/login/>
- **Member Learning Courses**
UNISON believes that learning has a big impact on members' lives in the workplace and elsewhere, and so we are committed to lifelong learning. Our aim is to provide high quality FREE training for your personal and professional development".
<https://yorks.unison.org.uk/events/>
- **UNISON College National Upcoming Training and Events**
<https://learning.unison.org.uk/events/>

TUC – Useful Links and Videos

- **Working Class History**
<https://workingclasshistory.com/>
- **TUC Timeline to discover more about the history of the British trade union movement.**
<http://www.unionhistory.info/timeline/timeline.php>
- **TUC Interactive Learning**
<https://www.tuc.org.uk/Interactiveguides>



UNISON Learning and Organising

National Online Courses

UNISON Online Stewards Course Summer 2025

- **8 September – 17 October 2025**
- **27 October – 5 December 2025**

This course is hosted on the TUC web platform, from where you will be able to access the course resources as well as submit coursework and engage with other participants in closed forums. Although your learning will be mainly self-guided the course is led by experienced TUC tutors who will deliver three virtual live tutorial sessions using Microsoft Teams. This will run between 10:00-12:00 on 8, 15, 29 September 2025 for the first course or 27 October, 3, 17 November for the second course. For more information and to apply please visit our website.

To apply for this national course please complete the online application at:-

<https://learning.unison.org.uk/events/online-stewards-autumn-2025/>

<https://learning.unison.org.uk/events/online-stewards-october-december-2025/>

Branch Charge: £50

UNISON Online Health & Safety Representatives Summer 2025

- **11-15 August 2025**

Our Organising for Health and Safety course is essential for new health and safety representatives. We are now offering an option whereby reps can complete the whole course in one week. Our online course is delivered by experienced TUC tutors at West Thames College via Microsoft Teams. You will learn about health and safety legislation, including the law relating to risk assessment, and your employer's responsibilities. It will help you work with members to tackle workplace issues and develop your confidence to represent them effectively.

The course runs every day 10am – 3pm from the 11-15 August inclusive, via Microsoft Teams and you will work collaboratively with other reps. The course equates to a total of 30 learning hours through a combination of online webinar tutorials, research and assessed feedback, it is accredited by the Open College Network and is worth 6 credits. For more information and to apply please visit our website.

To apply for this national course please complete the online application at:-

<https://learning.unison.org.uk/events/health-and-safety-online-summer-2025/>

Branch Charge: £50

Union Learning Representatives (ULR) Online Training

- **7, 14, 21, 28 October (4 x Tuesday, 9.30 – 13:00 pm each day)**

This is an introductory session for new UNISON learning reps.
The course will cover:

- the role of the UNISON learning rep
- how to find out what people want to learn – and how
- making the case for learning
- networking and making contacts
- advertising and communicating with members
- where to find help and resources

The training is aimed at appointed ULRs and you will need to get branch permission before applying. For more information and to apply please visit our website. To apply for this national course please complete the online application at:-

<https://learning.unison.org.uk/events/union-learning-rep-online-autumn-2025/>

Branch Charge: £50

Love Learning?

Make a difference and become
a Union Learning Rep (ULR)

If you are passionate about learning why not become a ULR encouraging and supporting colleagues with their learning. The ULR role is crucial in supporting members in the workplace to take up worthwhile, enjoyable and at times life changing learning opportunities. Grow your skills and confidence whilst sharing UNISON's fabulous learning offer. Email our team to find out more yhmemberlearning@unison.co.uk

Watch this video and learn why this union role might be right for you:
[ULR role](#)

You can also find out more about being a ULR by completing our short online learning module introducing the role, which you can find on our [e-learning site](#)



How to apply

To apply, please complete an application form and send it to your Branch office for approval. An application form can be downloaded from our website at <https://yorks.unison.org.uk/apply-for-courses>

Alternatively, branches can email yheducation@unison.co.uk giving the members name, membership number and email address, as long as training has been approved by the branch.

Cancellation Fees

We apply a cancellation fee for all course places where learners cancel their place close to the course running.

This applies for all courses (both face to face and online) where a place is cancelled within 2 weeks of the course start date.

This is because there are costs associated with running the courses whether they are online or in person.

Automatic exemptions can be applied in circumstances of

- Family bereavement
- Receiving treatment in hospital
- Where there is a waiting list, and the place is taken up by another learner

Branches can appeal cancellation costs by making an application to the region citing the reason for the cancellation. These appeals will be heard by a subcommittee of the Regional Committee.

For **National Courses** please apply via the online link provided where the course has been advertised. To view this please visit <https://learning.unison.org.uk/events/>

UNISON College Bursary Scheme

UNISON wants to help members realise their potential. The bursary scheme offers members support in paying fees for training or courses pursued for personal or professional development.

Find out more here:

<https://learning.unison.org.uk/unison-college-bursary-scheme/>



GET **TRAINED** AND **ACTIVE**



EDUCATION AND TRAINING

yorks.unison.org.uk

Yorkshire and Humberside Regional Education Team

Contact details

**UNISON Yorkshire & Humberside Regional Centre,
Quayside House, Canal Wharf, Leeds LS11 5PS**

Yorkshire & Humberside website: <https://yorks.unison.org.uk/>

Learning & Organising Services website: <https://learning.unison.org.uk/>

Education Team email: yheducation@unison.co.uk

Facebook: www.facebook.com/unisonyh

Instagram: www.instagram.com/unisonyorkshumber/

X/Twitter: <https://twitter.com/unisonyh>

...inspiring all to
learn and succeed



Live as if you were to die tomorrow.
Learn as if you were to live forever.

Mahatma Gandhi