

UNION SERVICES

1. Advice and Representation

Our Union's Officers are available to advise members on many of the problems which confront them in their employment. Where appropriate, Union Officers will take up relevant matters with the Department or the Canberra Institute of Technology.

There are times when the Officer's task may be made more difficult if a member makes initial approaches on a serious problem without first consulting the Union. Therefore, it is strongly suggested that members contact our Union on such matters before taking any action. In particular, no member should attend a formal interview with his/her employer without first seeking Union advice and support.

2. Salaries

The present ACTGS members' salary levels are the result of our Union's cases before the Australian Industrial Relations Commission and Agreements negotiated by our Union with the employer. Individual enquiries concerning salary levels, queries concerning deductions and adjustments etc, should initially be directed to the Department or in the case of TAFE members, to the Canberra Institute of Technology. If such enquiries do not resolve the matter, members should contact our Union Office.

3. Legal Assistance

A comprehensive arrangement is in place with Pamela Coward Higgins. Members can access a wide range of services.

The scheme includes a **criminal law hotline [6247 6566]** for members to access between 8:00am and 8:00pm, 7 days a week for a consultation on any criminal matter. It does not have to be work related.

There is also a half hour consultation that you can access, after referral from the AEU, to gain advice on any legal matter including family law; workers' compensation; or any non work related matter. In addition, there is a free standard will service to members and their partners and also discounted conveyancing services available. Members are encouraged to use this quality service designed to protect members and provide a comprehensive legal service.

It is critical that members note that any work performed by our Union's solicitors beyond that covered by the ACTLAW agreement is at the sole expense of the individual member, unless our Union has specifically authorised the underwriting of the cost prior to it being incurred. Without this prior authorisation, the Union will not be liable for any costs incurred by a member.

4. Teacher Welfare Fund

Annual Conference 1976 established our Union's Teacher Welfare Fund to be used only for the following purposes:

- [a] the relief of sick or distressed members, and
- [b] the relief of the widow or widower, children or dependants of any person who was a financial member of the Union at the time of death.

Applications for relief should be made in writing to the Secretary and will be referred to Branch Executive. All information supplied shall be treated as confidential. Branch Executive may advance relief of up to \$3,000 in either loan or grant form. For further details on the Fund, members should contact the Union Office.

Members whose loans do not specify a term or monthly repayment are invited to discuss with our Union appropriate repayment rates in accordance with the following schedule and with provision for a moratorium in certain cases.

Loan	Term	Fortnightly Repayments
\$3,000	28 months [60 fortnights]	\$50
\$1,500	14.5 months [30 fortnights]	\$50
\$1,000	10.5 months [20 fortnights]	\$50
\$800	8 months [16 fortnights]	\$50
\$500	5 months 10 fortnights]	\$50
\$250	2.5 months [5 fortnights]	\$50

5. The ACT Teacher

The ACT Teacher is the major line of communication between the Union Office and its members. The journal is distributed to all Union members employed in ACT schools [including relief teacher members] and the CIT. Letters to the Editor, together with items of general interest, articles and cartoons should be directed to the Branch Secretary.

Branch Executive has determined that advertisements in relation to private home tutor schemes will not be accepted for publication.

6. Union Training for Members

Our Union runs an more extensive training and professional development program for members that encompasses:

- (a) industrial training;
- (b) a women's training program;
- (c) professional development in current curriculum and professional issues;
- (d) teachers and the law;
- (e) leadership training.

All AEU members are entitled to access up to 15 days leave to attend industrial courses and seminars.