

## UCW-CWA Guide on “One on Ones”

### I. Introduction

Main areas to cover: Who you are, who you are with, and why you are there.

Suggested script: Hello! My name is \_\_\_\_\_ and I work in \_\_\_\_\_ dept on campus. We have started organizing a union on campus and we’re talking to everyone to get their input.

**Transition to Getting their Story:** (Have you heard about the union? What do you think about it?)

### II. Getting their story

*Three questions should at least be covered:*

1. *How long have you worked for the university?*
  - a. *If it’s a long time employee, how have things changed in the time that you’ve worked here?*
2. *What department are you in? What work do you do?*
3. **What would like to see changed at work? What issues are most important to you?**

*Listening here is critical. Ask follow up questions to get deeper into their story.*

**Transition to Vision:** “What happens when you and your coworkers bring (*their specific issue*) to your supervisor/department head/human resources?” **“How do you think this issue is going to change?”**

### III. Who we are; What is our vision:

This is the part of the conversation where we get to talk about why we are organizing a union and our vision of how things would be different if employees had a strong voice to advocate for our concerns.

This vision of the union involves two key concepts:

1. Collectivism - campus staff and faculty cannot rely on individual solutions to our problems, nor can we rely on the administration and university to speak for our interests. By coming together as a collective body we have power and a stronger voice that can gain dignity and respect for all of us.
2. Organization – In order to act in collective ways that are powerful, we must have strong long lasting organizations. Without building a union there is no alternative in terms of an organized force that advocates for our interests.

### IV. Ask

Will you join?

If NO, ask: "What prevents you from joining?" Some common things:

1. Fear – of the unknown, and of retaliation.
  - a. We are stronger together. It is every employee's constitutional right to join the union and harassment for doing so is illegal.
2. Dues –
  - a. Without dues we have no organization; some people will take time to be won over to the importance of dues. We also have to explain how the dues system works, what dues are used for, and our local budget transparency.
3. Negative image of unions – in the media, from our employer/supervisor
  - a. Powerful business and political interests misrepresent us. They try to stop us from organizing for a collective voice. Why do you think that is?

#### **V. Move to action, follow up**

1. Have a membership form ready or follow up with the online join link. If they need time to fill it out, ask them when you can come back another time and pick it up from them or set up a time to check in via phone/text/email if joining online.
2. If they aren't ready to join, create opportunities for the door being open for future conversations. Invite them to an upcoming meeting or event on campus, ask them to sign a petition, etc.

#### **VI. Keep Track**

Once you complete the one-on-one, make notes of what their issues are, and any other things that would be helpful to know the next time they are talked to; Report back to the organizing committee on your efforts.