



CDTA Executive Positions

President

1.0 Release

Given 10 days in lieu

The role of President includes the following:

- Being the face of the CDTA/official spokesperson
- Responding to the needs of members
- Reviewing and implementing collective agreement
- Responding to BCTF initiatives
- Reporting on the business and activities of the CDTA
- Overseeing special events
- Establishing the CDTA budget
- Attending all Executive/Staff Rep/General meetings
- Attending the BCTF AGM/RA/Zone meetings

Vice President

Up to 0.5 release

The role of Vice President includes the following:

- Taking over presidential duties when required
- Chairing Executive and contract committee meetings
- Bargaining chair responsible for bargaining preparation
- Participating in the budget setting process
- Examining the CDTA constitution for improvements/changes
- Attending all Executive/Staff Rep/General meetings
- Chairing the strike committee and preparing for job action
- Attending BCTF zone meetings as bargaining chair

Secretary/ Treasurer

Released as needed

The role of Secretary/Treasurer includes the following:

- Attending all Executive/Staff Rep/General meetings
- Keeping minutes for meetings
- Establishing themselves as a signing authority
- Reviewing financials on a monthly basis
- Answering questions on financial matters
- Assisting in preparing the budget
- Advising President on investment/spending of CDTA funds

Local Representatives to the BCTF

-given three days in lieu

-two to be elected

The role of Local Rep includes the following:

- Attending all Executive/Staff Rep/General meetings
- Attending BCTF Rep Assemblies and the BCTF AGM
- Bringing member concerns to the provincial body
- Reporting to members on provincial positions
- Informing the Executive and Staff reps on Rep Assembly business
- Calling a meeting of BCTF AGM delegates to discuss resolutions

Professional Development Chair

Up to 0.25 Release

Up to 10 additional days on a discretionary basis (paid by the district professional development fund)

The role of the Professional Development chair includes the following:

- Attending all Executive/Staff Rep/General meetings
- Calling Pro-D committee meetings to plan District Pro-D
- Working with Joint Pro-D to set professional development dates
- Reporting on the status and work of the committee
- Presenting professional development issues to the bargaining team
- Attending provincial and zone Pro-D meetings when needed
- Representing the local at the BCTF Zone meetings

Health and Safety Chair

The role of H & S chair includes the following:

- Attending all Executive/Staff Rep/General meetings
- Attending all District H&S Committee meetings
- Reporting on Health and Safety issues
- Organizing and chairing CDTA health & safety meetings and ensuring minutes are kept. Meetings could include school site based health & safety committee members or any interested CDTA member
- Representing the local at BCTF zone meetings

TTOC Chair

Must be an active TTOC in
SD71

The role of TTOC chair includes the following:

- Attending all Executive/Staff Rep/General meetings
- Reporting on TTOC issues
- Organizing and chairing CDTA TTOC meetings and ensuring minutes are kept. Meetings could include any TTOC or any interested CDTA member
- Representing the local at BCTF zone meetings

Social Justice Chair

The role of Social Justice Chair includes the following:

- Attending all Executive/Staff Rep/General meetings
- Reporting on Social Justice issues
- Organizing and chairing CDTA social justice meetings and ensuring minutes are kept. Meetings could include any interested CDTA member
- Representing the local at BCTF zone meetings

Indigenous Education Chair

The role of Indigenous Ed chair includes the following:

- Attending all Executive/Staff Rep/General meetings
- Reporting on Indigenous Education issues
- Organizing and chairing CDTA Indigenous Education meetings and ensuring minutes are kept. Meetings could include any interested CDTA member
- Representing the local at BCTF zone meetings

Public Education Defense Chair

The role of Public Ed Defence chair includes the following:

- Attending all Executive/Staff Rep/General meetings
- Organizing and chairing CDTA topical meetings and ensuring minutes are kept. Meetings could include any interested CDTA member
- Reporting on Public Ed Defense issues
- Planning local action in support of a strong public education system
- Representing the local at BCTF zone meetings as needed

French Education Local Chair (FELC)

The role of FELC chair includes the following:

- Attending all Executive/Staff Rep/General meetings
- Reporting on French Language issues
- Organizing and chairing CDTA FELC meetings and ensuring minutes are kept. Meetings could include any interested CDTA member
- Representing the local at BCTF zone meetings

Members at Large

The role of the Members at Large includes the following:

- Attending all Executive/Staff Rep/General meetings
- Providing feedback and perspective
- Assisting with various CDTA functions and committees

Meetings Chair and Alternate

The role of Meetings Chair includes the following:

- Impartially chairing General/Special/Staff Rep meetings
- Having a familiarity with rules of order
- Familiar with the By-Laws, policies and procedures of the CDTA and BCTF
- Maintaining order and decorum in meetings

Contract Committee

Four to be elected

The role of the Contract Committee includes the following:

- Meeting annually
- Examining and becoming familiar with the contract
- Identifying areas of needed improvement for future rounds of bargaining