



PSAC · Atlantic

Public Service Alliance of Canada

Advocacy and Representation on Workplace Racism Course 2025

**September 6-7, 2025
9 am – 5 pm**

REGISTRATION DEADLINE: July 23, 2025

Applications received after the deadline will not be considered.

CALL-OUT

WHAT IS THE ADVOCACY AND REPRESENTATION COURSE?

The course is designed to equip Stewards, Local Officers, and Union Representatives with the skills and competencies to represent and advocate for Indigenous, Black, Asian, and other racialized PSAC members in racial discrimination cases with an intersectional and anti-oppression lens.

Participants must have prior grievance handling or anti-racism advocacy experience or education before enrollment.

COURSE LOCATION

PSAC Halifax Regional Office: 172 Garland Ave, Dartmouth, NS B3B 0P7

COURSE DATE

September 6-7, 2025
9 am – 5 pm

Please note that this is a weekend course.

This course is designed for PSAC members who:

- Have taken the two-day core Grievance Handling course or have equivalent grievance handling experience/training (e.g., Talking Union Basics).
- This course assumes that participants understand basic human rights concepts, grievance handling, and the PSAC structure.
- This is not an entry level/basic level course.

Course Objectives

At the end of this course, participants will:

Understand:

- What is racism and racial discrimination
- What is the impact of workplace racism
- How to address workplace racism and racial discrimination

Feel:

- Prepared to intervene effectively in racial discrimination cases
- Prepared to use tools to address workplace racism

Be able to:

- Better recognize when racism occurs
- Advocate for, and represent members, on workplace racism
- Support racialized members who experience(d) racism

SELECTION OF PARTICIPANTS

The PSAC is funding a maximum of 20 participants to this course. Unfortunately, not all applicants will be accepted as space is limited.

Participants will be selected based on the following criteria:

1. Representation experience
2. Union position
3. Components/DCL
4. Geography

MEMBER EXPENSES

The Member Expense Portal (MEP) will be utilized for participants to submit their expense claims online upon completion of the course. For those participants not familiar with the MEP, instructions will be provided on how to log on to the MEP and submit your claim.

LOSS OF SALARY (LOS)

Participants will be entitled to actual LOS as determined by their normal working hours, and their travel requirements.

A copy of a compressed work week schedule, which indicates hours/days scheduled to work, should be filed with your expense claim if claiming more hours than those specified in the applicable collective agreement.

A copy of an official shift schedule should accompany your claim if you are scheduled to work on Saturday or Sunday. The shift schedule must contain your name, the dates, and the scheduled hours of work. Please retain all receipts and supporting documentation for your claim for a period of two years.

UNION LEAVE LETTER

To request a Union Leave Letter, please provide a copy of a work week schedule, which indicates the hours/days you were scheduled to work. This must be done in a timely manner and as specified in the applicable collective agreement.

TRAVEL

The PSAC National Travel Policy applies for all participant expenses associated with attending the course.

[Travel Policy | Public Service Alliance of Canada](#)

Personally- Operated Motor Vehicle (POMV)

Participants choosing POMV must contact Programs Section for **prior approval**. Only expenses with prior approval will be reimbursed. Participants approved to travel by POMV will be reimbursed for expenses and loss of salary which would have been incurred had public transportation been used.

Meals

Meals will not be provided. *Per diem* will be provided as per the PSAC National Travel Policy.

Meals and Allowances While in Travel Status for the Advocacy and Representation Course

- Participants traveling after 6 pm local time on Friday September 5 and/or Sunday September 7, 2025, are entitled to claim dinner for those periods.

ACCOMMODATIONS

Hotels will be provided pursuant to the PSAC National Travel Policy where necessary.

HOW TO APPLY

[Register Here](#)

Be sure to complete the entire registration form.

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Please contact us at Advocacyandrepresentation@psac-afpc.com for any inquiries.