

Reps' Training Pathway 2023-24



This pathway outlines the different courses your Union offers to support your rep development and progression. All reps are advised to complete the **Induction** (prospect.org.uk/training-for-reps or bectu.org.uk/training-for-reps) which provides an overview of why workplace representatives are so vital to your union, before starting level 1. The induction includes a video from Mike Clancy, our general secretary, explaining what a difference workplace reps like you can make. The reps' handbook outlines the various roles and responsibilities of a rep. **The Union recommends reps complete at least one training course per level before progressing to the next level.**

Course available to **all reps**

Course available to **reps with Level 2 accreditation**

Course available to **Prospect reps only**

Course available to **Bectu reps only**



Accredited course

LEVEL 1

Prospect Reps 1 key skills

JAN-DEC



Bectu Reps 1 key skills

JAN-DEC



Health and safety rep

JAN-DEC

Bectu Reps 1 freelance

Reps taking this course do not qualify for Reps 2 case handling

JAN-DEC

LEVEL 2

Prospect Reps 2 case handling

FEB-NOV



Bectu Reps 2 case handling

FEB-NOV



Negotiation skills

FEB-NOV

Sustainable workplace

MAR • SEP

Mentally healthy workplace

JAN • OCT

Public speaking

MAR-JUN

Effective communications

DEC • JAN

Equality, diversity and inclusion

MAR • SEP

Branch officer training

Various courses

NOV-JAN

Organising skills for freelancers

As required



Pensions

Nov • 2024 TBC

Effective campaigning

OCT • APR 2024

LEVEL 3

Formal hearing training

FEB-APR



Employment law

APR • OCT

For full course details and booking dates, please scan:

