### Activity L: Mapping the workplace

* **In this session we will consider how you might organise your union. First of all you need to work out who to talk to. Having a conversation with colleagues about the union can be straightforward and will work better the more you try it.**

Mapping your workplace is an organizing and recruitment tool. The tutor will talk about ways that workplace mapping can take place. It is always important to be mindful of GDPR when making lists of members/non-members.

You will need to start to build a map of your workplace (based on the workplace example below). Think about:

* Who your colleagues are.
* How the organisation is structured – HQ and regional offices
* How the workplace is structured – physical departments/buildings/floors
* What are the working patterns – full or part time/shiftwork/rotas?
* What teams work together – teams may work across departments?
* Where do people socialise/eat/take breaks?

Work indiviually to complete a map of the workplace using the information provided by Slick Operations Ltd:

* give every staff member a score between one and five as to how pro-union they are.

1 - active and anti-union, 2 – not supportive 3 – neutral (non-member/member) 4 – supportive member 5 being a supportive active member.

* draw a map of this workplace showing the sections and a summary of the number of members vs non-members.

How would you go about building membership and strength in this workplace?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Description  | Rating 1-5  | Are they a member | Department |
| Fred | Operations team, member, complains that he has to stay beyond his finishing time. Works full time. |  |  |  |
| Martha | Sales team, non-member- very reluctantly took the recruitment pack off you. Works part-time and said that she is only here a few hours a week and so doesn’t need to join a union. | 2 | no | Sales |
| Joanne | Operations team, member, wants to know how the recruitment campaign was going and what the pay offer is going to be this year. Full time. |  |  |  |
| Rose | Sales team, member, said she always tries to get her colleagues to join up. Works full time. | 4 | yes | Sales |
| Paresh | Sales team, non-member, though said he would read through recruitment pack and think about it. Works part time. | 3 | no | Sales |
| Sue  | Operations team, non-member says that union is only interested in looking after the men in her department and refused to take a pack. |  |  |  |
| Rita | Technician, member but thinking about dropping out. She is concerned about the amount of work she has to do and thinks that the union does not do enough. Works full time on various shifts. |  |  |  |
| Jasmin  | Operations team, member – thinks it is shocking that everyone else in operations is not a member. Works full time. |  |  |  |
| Bob | Operations team, member says that union is doing a good job and has no problems. Full time. |  |  |  |
| Bill | Technician. Non-member but took a pack and said he had thought about joining. Works full time on various shifts. |  |  |  |
| Hillary | Sales team, non-member only just started but took a recruitment pack and wanted to know about free will service. Works part time. | 3 | no | Sales |
| Ben  | Sales team, non-member. Took a recruitment pack but did not say much. Works full time. | 2 | no | Sales |
| Wilma | Technician member says the department is understaffed and she has to work a lot of overtime. Works part time.  |  |  |  |
| Margaret | Operations team, non-member. Has not joined as no-one has asked her. She is not sure if she will join as she has got this far without joining. Works part time. |  |  |  |
| Ruth | Sales team, member says that union doing a good job. Works full time. | 4 | yes | Sales |
| Val  | Sales team. Member and wants to know more about what is going on between the union and the company. Works full time. | 4 | yes | Sales |
| Anne | Operations team, non-member. Took a recruitment pack and said she would probably join. Works full time. |  |  |  |
| Chris | Sales team, member but could not get hold of her as she works from home and travels around. Been a member for three years. | 3 | yes | Sales |
| Javed | Technician is a member of a union from his previous job and does not want to change. Wants to keep up with information on pay negotiations. Works full time. |  |  |  |
| Julie | Sales team, non-member, refused to take a pack as only works part time. | 1 | no | Sales |

**Results**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Work area | No of staff | Members | Activists | Density e.g (% or fraction) | Issues |
| **Operations** |  |  |  |  |  |
| **Sales** | 9 | 4 | 1 | 40% | Working hours |
| **Technical** |  |  |  |  |  |