

CUPE 3906 - Lead Steward Unit 1 Report

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Position: Lead Steward, Unit 1

Reporting Period: February 2026 – April 2026

Introduction

Since joining the CUPE 3906 team as Lead Steward for Unit 1 on February 1, 2026, my focus has been on strengthening communication between stewards and members, supporting steward development, and improving engagement across departments.

This report summarizes my activities, contributions, and observations during this period.

Member Engagement and Support

A key responsibility of the Lead Steward role is ensuring that members are informed, supported, and connected to union resources.

During this period:

- I responded to and followed up on member emails and inquiries
- I supported members by addressing concerns and directing them to appropriate union resources
- I worked to improve communication channels between members and stewards

These efforts helped maintain consistent engagement and ensured that members' concerns were addressed in a timely manner.

Steward Coordination and Training

Supporting and coordinating stewards has been a central part of my role.

During this reporting period, I:

- Organized a training session for new stewards

- Held a committee meeting with existing stewards
- Facilitated discussions on challenges faced by members across departments
- Provided updates on union-related matters across different Units

These initiatives helped strengthen the steward network and encouraged more active participation and collaboration.

Outreach and Orientation

To increase awareness of union support and resources, I delivered:

- A Teaching Assistant orientation session for the DeGroote Business School

During this session, I presented:

- Teaching Assistant rights
- Responsibilities of the union toward members
- Ways CUPE 3906 can support Teaching Assistants

This initiative contributed to increasing awareness and engagement among new members.

Communication and Administration

Effective communication and organization are essential for steward operations.

During this period:

- I shared the updated member list with active stewards
- I began updating and organizing the steward list to ensure accurate communication
- I maintained regular communication with stewards and members

These efforts improved coordination and ensured that information was distributed efficiently.

Meetings and Participation

In addition to steward-related responsibilities, I participated in key union meetings, including:

- Executive Meetings
- General Membership Meeting (GMM)

- Benefits and Grievance Committee Meetings

Participation in these meetings allowed me to stay informed about union priorities and contribute to discussions affecting members.

Challenges

Several challenges were observed during this reporting period:

- Limited time due to the mid-year start of the role
- The need to update and reorganize steward and member lists
- Variability in steward engagement across departments

Despite these challenges, progress was made in improving communication and engagement.

Future Directions

Moving forward, the following priorities can further strengthen the role:

- Expanding steward recruitment and engagement
- Improving communication systems between stewards and members
- Organizing more training sessions and member-focused events

Conclusion

Serving as Lead Steward for Unit 1 has been a valuable opportunity to support members, collaborate with stewards, and contribute to union activities.

Despite joining mid-term, meaningful progress was made in steward coordination, member engagement, and communication.