

# Training opportunities in 2018



**Lew  
Drass**

**M**any of you will assume new roles in your branches after the installation of officers ceremony takes place. As a result, some of you will take on a more active role in processing grievances, and you, as well as many others who already do this work, may be interested in an opportunity to sharpen your skills. Here is an opportunity to do just that.

We held three classes of the Advanced Formal A and Beyond training program in 2017. We have now held six classes since we started this program in 2016. According to the 466 participants who have attended, this training is a really good product. Every single participant who attended

thus far said they would recommend it to others.

**At present, we plan to offer just two classes this year** due to the fact that this is a national convention year. However, if we see enough interest, we will add a third session. You can help us to make this decision by talking about this opportunity within your branch now and submitting your applications by the end of February. We will send to every branch in the country a letter and some applications that will arrive in time to give you the opportunity to discuss this issue at your January meeting.

**“This training program is intense, rewarding and a great investment for your branch’s current and future efforts to provide the best possible representation.”**

The dates for the two scheduled Advanced Formal A and Beyond training sessions will be Sept. 15-21 and Oct. 20-26. These two training opportunities will be held at the Maritime Institute in Linthicum Heights, MD, which is five minutes from BWI Marshall Airport.

The total cost of food and lodging to attend an NALC Advanced Formal A and Beyond training session in 2018 will be \$1,165.25 (single occupancy) or \$1,742.90 (double occupancy). This is for five nights at \$233.05 (single occupancy) or \$348.58 (double occupancy) per day. This rate includes your room and tax for five nights, all meals and refreshments during breaks each day. We will supply all the

materials you will need.

We have made adjustments to this training program after each session based on suggestions from participants and our own observations. One such suggestion we implemented for the three training sessions conducted in 2017 was to offer an optional additional day of hands-on computer training for those who need/want to take advantage of it. This option drew high praise from more than 100 participants who attended the extra day of training last year. We will continue to offer the extra day of hands-on computer training this year.

The extra day of computer training will take place on Saturday afternoon/evening and Sunday morning on the front end of each session. This is a good opportunity for those of you who want/need to learn more than you know now about using a computer. While it does incur the cost of an additional night’s stay for your branch as referenced above, past participants report that it is well worth the additional cost.

**Each Advanced Formal A and Beyond training session** class has 80 participants, so at present, we have a total of 160 spots open for 2018. Participants are selected from the applications we receive on a first-come, first-served basis. We have already received some applications, but there are plenty of spots open in each class if you are interested in attending. I anticipate we will quickly fill both of our scheduled classes this year. Once again, if you have any interest in attending, I would advise you to get your application in as soon as possible.

The application is printed at right. Applications will be sent out with the letter to your branch. They are also available at the NALC website. Simply go to [nalc.org](http://nalc.org) and click the tab “Workplace Issues.” From there, a drop-down menu will allow you to select “Contract Administration Unit” and from there, you can click the tab labeled “Advanced Formal A and Beyond training program.” You will be directed to information about the training and there are two links to the application that include the qualifications needed to attend this training. One is a fillable version and the other can be printed out and filled out by hand. Either way, please complete the application and mail it back to me at: Lew Drass, c/o NALC, 100 Indiana Ave. NW, Washington DC 20001-2144.

This training program is intense, rewarding and a great investment for your branch’s current and future efforts to provide the best possible representation for the letter carriers in your branch. If you are going to attend this class, you should plan to work hard all week, but you will get a lot out of it, too. I will be looking forward to seeing many of you in one of our Advanced Formal A and beyond training sessions.

**In closing, I wish all of you and your families a happy New Year.**



# ADVANCED FORMAL A and BEYOND TRAINING PROGRAM

## \*\*\*\*\* Application Form \*\*\*\*\*

The following applicant from NALC Branch # \_\_\_\_\_ would like to attend the "Advanced Formal A and Beyond" training program to be held at the Maritime Institute in Linthicum Heights, MD in 2018 if possible.

Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail address: \_\_\_\_\_

### Criteria Requirements:

1. Applicants must have some experience presenting grievances at the Formal Step A level of the grievance procedure.
2. Applicants must be able to bring a laptop computer that is not an Apple product.

Participants will be selected on a first-come, first-served basis. Once selected, participants will be notified that they have been selected and they will be provided further details and payment deadline information.

**The cost of attending this training will be the branch/participant's responsibility.**

The NALC has secured a rate of \$233.05 (single occupancy) or \$348.58 (double occupancy), per day plus tax, based on a five-night stay at the Maritime Institute. This includes a room, all meals, and refreshments during breaks. The total cost of this training is \$1,165.25 (single) or \$1,742.90 (double).

**Please do not make travel arrangements until you are officially notified that you have been selected to attend the "Advanced Formal A and Beyond" training program.**

(Please select a preference):  September 16-21 2018  October 21-26, 2018

If you are not selected for, or are unable to attend the September 16-21 or October 21-26 class in 2018, do you wish to be considered for future classes?

YES  NO  I cannot attend this year, but I would like to attend in the future.

**I certify that I meet the above-referenced criteria needed to attend this training program.**

Applicant's Signature \_\_\_\_\_

Mail completed form to: NALC Vice President Lew Drass  
100 Indiana Ave. NW  
Washington, DC 20001-2144