EASTERN WASHINGTON UNIVERSITY

STEWARD JOB DESCRIPTION

As per the July 2005 Bargaining Unit Agreements, Article 43:

43.3 Stewards as Representatives.

43.3.1 Stewards, as part of their representational responsibilities, may participate in the resolution of bargaining unit employees’ grievances and concerns. Stewards are authorized to investigate and process grievances and carry out representational responsibilities as representatives of the Union for the bargaining unit.

43.3.2 Employee(s) shall have the right to request and to have a representative present during investigatory interviews (as provided in Section 38.4), meetings regarding disciplinary or corrective action, meetings regarding grievances, and conferences/discussions with management to discuss the employee’s concerns. Management shall either grant the request for Union representation or terminate the meeting, conference, or discussion.

43.9 New Orientation. As part of the new hire orientation process, the University will inform all new employees hired in a position included in the bargaining unit of the Union’s exclusive recognition and the rights of the employees as set forth in the Agreement. The University will furnish a copy of the Agreement to all employees in this bargaining unit. The University will allow the Union fifteen (15) minutes during work hours with each new or transferred-in employee to furnish them information and brochures.
EASTERN WASHINGTON UNIVERSITY
STEWARD
PERFORMANCE EXPECTATIONS

Stewards must perform the duties as outlined in the bargaining unit agreement by working with supervisors to resolve problems and grievances which comply with the bargaining unit agreement, university policies and laws to create a collaborative, respectful, safe, and quality working environment.