

Six Steps to Forming a Union

1 Build an Organizing Committee and Sign Union Authorization Cards

Authorization cards are distributed in your workplace by the organizing committee to be signed by the majority of the employees of specific job classifications. The cards represent your show of interest in having union representation.

2 Petition the National Labor Relations Board (NLRB) for a Union Election

When the majority of you have signed cards (at least 65%), a petition for an election is filed at the NLRB. The NLRB reviews the cards (cards are not shown to the employer), sets up a hearing and then sets a date for the union election.

3 Employees Vote in the Union Election

The NLRB conducts the union representation election. Voting is by secret ballot (neither the Union or the Employer are allowed near the voting site). Voters must select the union by 50% plus one in order to win and have representation in collective bargaining with your employer regarding wages, benefits, and terms of employment. The NLRB issues a certification to the union once its clear of the union's victory.

4 You Choose Your Negotiating Team

After you have won, you will choose a team among yourselves to present the union side in collective bargaining with the employer. A survey will be distributed to everyone in the bargaining unit to decide on the issues most important to them.

5 The Union Negotiates a Contract with Management

Having prepared the contract proposal, the union negotiating team presents it to management. The bargaining process begins. Both sides meet on schedule dates to discuss wages, benefits, and terms of employment. When both the union and management reach an agreement, they put it in writing.

6 The Employees Ratify the Contract

The negotiating team presents the agreement to you and your coworkers who will vote whether or not to accept the contract.





What can NUHHCE and a Union Contract Do For Me?

Union Representation = Job Security

You can negotiate a grievance procedure to protect your job. The grievance procedure is the ability to file an investigation into a disciplinary action or write up and challenge it. Management must prove they had “just cause” to administer the discipline. You will no longer have to fear that a supervisor can unilaterally fire you. You will have recourse with protection from your grievance procedure.

If a dispute is not settled through the grievance procedure it can escalate to an arbitration. An arbitration is the ability to have a neutral third party (arbitrator) stand as a judge over any dispute and the arbitrators decision will be legally binding.

Union Contract = Voice at the Workplace

You are currently an at will employee with no voice in the decisions at your workplace. With a union contract you will bargain for your hours of work (on call, vacations, sick leave) wages (salary and benefits) and your working conditions (safety and fair treatment). You will not only have a voice at the workplace you will have a voice in your union. You will vote on your negotiating committee, contracts, delegates, and dues structure.

Union YES!

