

**EDUCATION COMMITTEE**

**GENERAL RESPONSIBILITIES**

1.	Provide general union education to all members.
2.	Develop new courses when the need arises and review existing ones to be sure they are up to date.
3.	Report on educational with recommendations to the Board of Directors.
4.	Provide recommendations to the Board of Directors to increase attendance at PEI UPSE educational.
5.	Coordinate, report and recommend any educational efforts proposed through other PEI UPSE committees to the Board of Directors.
6.	Recommend to the Board of Directors, participants to attend educational programs provided by the PEI Federation of Labour, the Canadian Labour Congress and the NUPGE Atlantic School.
7.	Report on committee activities at Board of Director meetings and prepare and present to convention.
8.	Plan and work within committee budget requirements.
9.	As required, undertake and report on projects assigned.
10.	Prepare a written report to be submitted within seven (7) days following the meeting date.