

## **Mapping the Workplace**

Day shift Rotating shifts Night shift other shifts Warehousing Packaging Production Satellite sites 16-25 25-40 40-55 55-60 Age British/Irish Asian European Other Ethnicity Shift patterns Male Female Gender Part time Members Non members Recruitment strategy Monthly Current Aim Actual Workforce %



## **Roles and Responsibilities**

	Name	Name	Name
Branch Functions			
Updating notice boards			
Maintaining Induction material			
Delivering Inductions			
Offsite functions			
			NO.
Trades council delegates			
		.0. 8	
Labour constituent delegates			
Community research/projects/links	KERS		

## **Representatives Skills Matrix**

	Stewards	Safety	Learning	Dual
Stage 1				
Stage 2				
Stage 3				
Other				
Areas covered				
Areas not covered				



## Representatives recruitment strategy

Identify key people within the workforce who are good communicators representing the different sections of the workforce (By age, race, gender etc...). Encourage development through training and activities both in the workplace and outside.

Representatives names	Role	Shift
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