



Member in good standing desires to become a Steward

Our Steward Program requires Local President recommendation and Council President approval before a member can become a steward and attend our 'Stewards in Action' (SIA) class. Email mcc@wfse.org or your Council Representative to be connected with your local president.

Local President recommends initial training:

Council 28 President approves training:

Local President recommends steward appointment to Council 28 President via the online [Steward Recommendation Form](#)

Local President is notified of approval via email, and recruitment to the newly appointed steward to attend SIA begins

Council 28 President denies appointment:

Local President can appeal appointment denial via [online form](#) to Council 28 Executive Committee within 30 calendar days

Steward in Action (SIA) trained Steward desires to advance to Member Action Team (MAT) Steward

Steward completes Member Action Team (MAT) Training. Steward submits [online Steward Level Advancement request form](#), which is forwarded to the Local Executive Board. The Executive Board or designee reviews the steward's progress, training attended, and shadowing experience, then decides whether to advance the steward to MAT level. Steward advancement can also be reviewed and submitted directly by the local president using the [online Steward Level Advancement Request Form](#).

Local Executive Board or designee approves request:

Local Executive Board or designee denies request:

Steward advances to Member Action Team (MAT) Steward.

Member appeals denial via [online form](#) to Council 28 President within 30 calendar days.

Member Action Team (MAT) Steward desires to advance to Representation Steward

Steward submits online [Steward Level Advancement request form](#), which is forwarded to the Local Executive Board. The Local Executive Board or designee reviews the steward's progress, training attended, and shadowing experience, then decides whether to advance the steward to Representation level. Steward advancement can also be reviewed and submitted directly by the local president using the [online Steward Level Advancement Request Form](#).

Local Executive Board or designee approves request:

Local Executive Board or designee denies request:

Steward advances to Representation Steward.

Member appeals denial via [online form](#) to Council 28 President within 30 calendar days.

Chief Steward Designation

This process will be established by the local Executive Board in accordance with the constitution of each Local.

The minimum requirements for maintaining stewardship have not changed and should be checked at every step.

As a Steward, at a minimum, you must:

- Attend a Collective Bargaining Agreement (CBA) training every two years
- **AND** complete at least 2 Continuing Steward Education (CSEs) every 2 years, such as:
 - Convention/Conference Trainings- Continuing Steward Education (CSE) trainings
 - Local or worksite Shop Steward (SS) Continuing Steward Education (CSE) trainings
 - Online Shop Steward (SS) Continuing Steward Education CSE trainings
 - Other approved trainings, such as Labor Notes trainings

As a Local, you must:

- Audit Stewards regularly and, at a minimum, audit stewards every two years to determine Steward position eligibility status.

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