



Organizing Best Practices

We strive to make organizing in Local 33 consistent, respectful, and of high quality. We believe that building consensus through ongoing, honest, respectful dialogue, in which everyone is empowered to share their views, is the cornerstone of a democratic community. This work of cultivating relationships and solidarity between individuals and among groups is necessary for us to build and maintain a strong union.

The following document outlines organizational principles, as a basis for further conversations within departments about how to achieve these goals, including:

- 1) Guidelines to make our structures more transparent and consistent; and
- 2) Specific components of organizing conversations.

The union should maintain clear and regular procedures for disseminating content about the campaign through a combination of electronic and personal communications at both a union-wide and departmental level.

-Electronic communications should include:

- Regular updates to the Local 33 website
- Outreach on social media
- Expanding our capacity for email and text updates to members

-Department structures should foster regular communication between organizers and members, including:

- A clear and stable tree detailing which organizers are speaking to which members
- Each organizer taking responsibility for communicating with 3-6 members
- Regular 1-on-1 communication between organizers and members
- Regular opportunities for group conversations within and across departments
- A weekly organizing committee (OC) meeting with a clear agenda in each department (or where more appropriate, group of departments). These meetings should have a rotating chair.

Best practices for organizing conversations and organizer training:

- The union should provide ongoing training for its organizing committees at all levels of the organization. Organizers should receive training, including accompanying more experienced organizers before they start organizing independently.
- The union should maintain an ongoing review of organizer training and organizing practices.
- Organizers and members should work together to determine how best to maintain ongoing communication.
- Organizers should be attentive listeners and be able to acknowledge and respect both points of agreement and disagreement.
- Organizers should be able to present clear plans and asks.
- Organizers should be open about both the opportunities and the challenges presented by any given moment in the campaign.
- Organizers should be clear about the choices available for action and should create open space for members to think through what they want to do.
- Organizers are responsible for communicating their members' viewpoints to their representatives on the coordinating committee so that this information can be shared across the union.

This document is the result of months of discussion by members of the Equal Rights and Access Committee and has been approved by the Coordinating Committee of Local 33-UNITE HERE.