

Women's network handbook

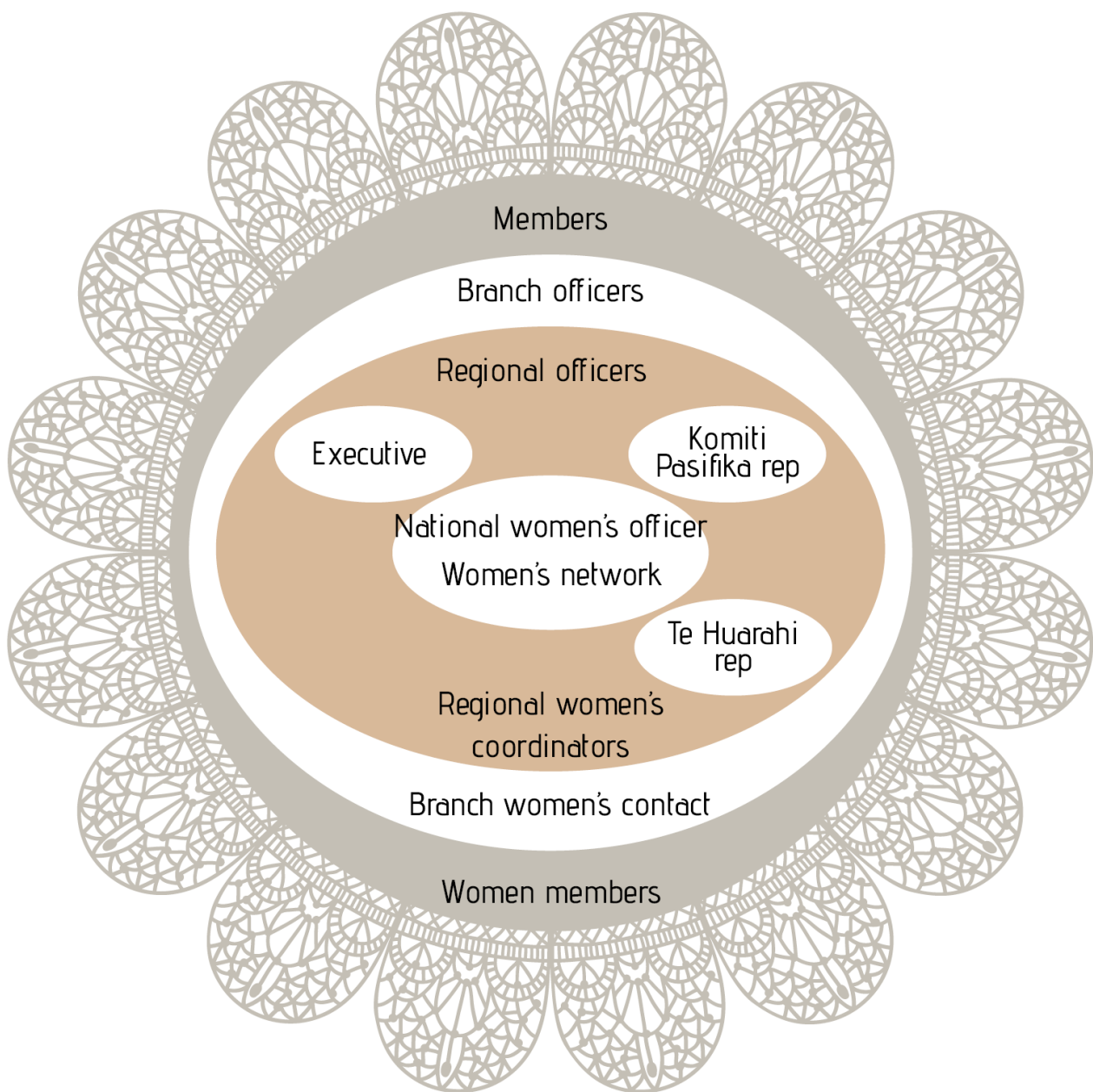
This handbook sets out the structure, key issues and contacts for the PPTA women's network.



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PPTA women's network



The PPTA women's network is a flexible network that provides women members with a structure and forum to raise, discuss and promote their issues and aims at branch, regional and national levels. This structure is supported by a national women's network that sets the strategic direction and support for campaigns and women members.

The key roles within this national network are:

- Branch women's contacts
- Regional women's coordinators
- PPTA women's officer
- Women representatives from PPTA executive, Te Huarahi and Komiti Pasifika.

Branch women's contacts

Branch women's contacts are elected annually in PPTA branches and serve on the branch committee. Two women members may share the role.

Roles and responsibilities

Branch women's contacts are essential because they understand the pressures that impact on women teachers in their school. They also have the most direct contact with individual women members, which means that they are often in the best position to

- **build a stronger union** by recruiting new women members, including relievers and part-timers, making sure that these new members know about their rights, and organising training;
- **help women members** by providing advice and responding to queries or concerns about conditions or employment issues. Sometimes this just means sharing PPTA guidance on staff notice boards or providing a safe space for women to raise a question and referring them on to the right person who can help;
- **promote activism** in national campaigns (e.g. paid parental leave), PPTA campaigns (e.g. workload) and school issues (e.g. anti-violence initiatives);
- **stay connected on the key issues** by regularly communicating with the regional women's coordinator and sharing important information with the branch.

Support is available from your regional women's coordinator, the PPTA women's officer, your local field officer and your branch team. Regions organise annual branch officer training.

Regional women's coordinators

Regional women's coordinators are elected members of their regional committees. Two women members may share the role. Regional women's coordinators are members of the PPTA women's network.

Roles and responsibilities

Regional women's coordinators play a dynamic role in the PPTA national women's network because they are at the centre of communication between branches and the national women's network. This means that they are best placed to

- **build activism and a regional women's network** by coordinating events, maintaining a good contact list of branch women's contacts and staying in touch with the issues that matter to women members;
- **support women in branches** by ensuring that there is an active branch women's contact in every branch who knows what to do, where to go for help and what the big issues are for women members, and advocating for women's rights and equity within the region;
- **empower women members** by working with the regional committee, local field office and the national women's officer to train and support women members, and encouraging women members to participate in PPTA women's activities in the region or nationally;
- **stay connected** by regularly communicating with branch women's contacts and the women's officer, encouraging women members to share and use the PPTA Women Facebook page, and making branch visits where possible; and

- **build support for campaigns** at a regional level through working with other organisations (such as the National Council of Women or local union groups) and the public.

Each PPTA region has a budget and a regional women's coordinator is able to apply to the region for funding for a regional women's event, branch visits or other resources that may support them in their job. Support is available from your regional team, the national women's officer and your local field officer.

PPTA women's officer

The PPTA women's officer is based at national office. She is best placed to

- **support and advise** women members, branch women's contacts and regional women's coordinators on their rights under the collective agreement (particularly in relation to maternity, fixed term agreements, job sharing, and flexible work), the law (including upcoming changes) and current campaigns. This includes visiting branches and regions and providing training (such as branch officer training or regional officer training at the annual PPTA issues and organising conference);
- **build support for campaigns** and promote women members' industrial and professional issues at a national level through networking with other organisations (such as the National Council of Women and the CTU), organising events and building coalitions, submitting on bills in parliament, meeting with decision-makers in government, writing media articles; and
- **build a strong national women's network** through communicating with other members of the women's network on areas of interest, key developments in campaigns and upcoming issues.

Women's representatives from the PPTA executive, Te Huarahi and Komiti Pasifika

The national women's network is also supported by the insight and experience of women representatives from the PPTA executive, Te Huarahi (PPTA's Māori executive) and Komiti Pasifika, which represents Pasifika members.

There is a women's meeting at each executive meeting so that women executive members remain up-to-date with the key campaigns and can also raise issues of concern from women members in their regions. The executive women's representative on the women's network chairs this meeting. She also supports the women's meetings at the Issues and Organising conference and the PPTA annual conference.

Te Huarahi and Komiti Pasifika representatives are particularly interested in issues relating to Māori and Pasifika women, and report to Te Huarahi and Komiti Pasifika on the key issues of importance to PPTA women members.

History of the PPTA women's network

In 1975, to mark International Women's Year, the Department of Education held a conference entitled 'Education and the Equality of the Sexes'. This conference made many recommendations, which included advising teacher unions to establish committees to tackle the inequalities experienced by women teachers.

In 1976, the PPTA Sex Equality Advisory Committee (SEAC) was established as an advisory committee to the PPTA executive. It had one executive member and six regional members selected by the executive. Some years later Māori and Pasifika representatives were added. In 1985, SEAC convened a national women's conference in Hamilton. Its major recommendation was that PPTA should appoint a full-time national women's officer. The executive resolved to do that and the first national women's officer took up her position in October 1985, with the role of developing policy for executive either directly or through SEAC and organising and supporting the women's network.

Another outcome of this conference was a paper to the 1985 PPTA Annual Conference entitled 'Women in Secondary Education' which included recommendations to establish regional and branch positions for women. These were approved in 1986 and the positions of regional women's coordinator and branch women's contact were established.

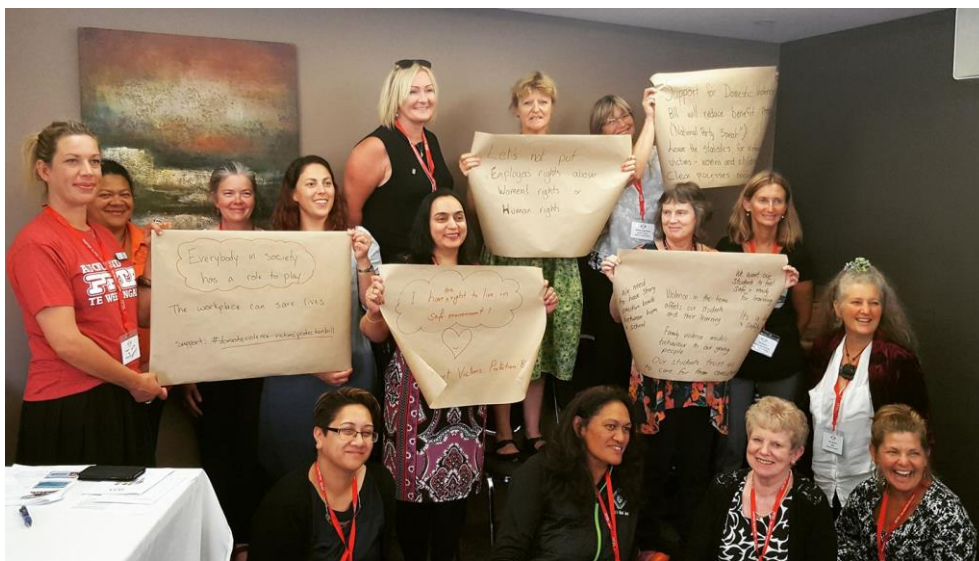
In 1999, following wide consultation, SEAC was replaced by the Women's advisory council (WAC). WAC was made up of six members from very large geographical areas (four in the North Island and two in the South), elected annually by women members and with representation from Te Huarahi and Komiti Pasifika.

From 1999 to 2007 WAC provided an advisory role to the executive on a range of women's issues, contributed to collective agreement claim development, the pay and employment equity review of schools, and CTU initiatives such as union gender equity reviews. They also promoted union campaigns such as the anti-violence in schools campaign in 2004. However, with the huge increase of women members' participation on the PPTA executive, the advisory role of WAC became less crucial and the huge size of WAC areas provided a real barrier to members performing an effective liaison role with women members, branch women's contacts, and regional women's coordinators.

In 2007, a meeting of WAC members and regional women's coordinators reached a consensus that the PPTA women's network would be enhanced by replacing WAC with a larger network, including all regional women's coordinators while retaining Komiti Pasifika and Te Huarahi representation. The group made recommendations to the executive, which were agreed. The new PPTA women's network has now been operating since 2008.

Goals for the PPTA women's network

- Campaign to stop gendered violence in the workplace, to achieve domestic violence leave, and equal pay;
- Support members who work part-time to achieve pro-rata non-contact time;
- Help to ensure that the only fixed-term contracts that apply to PPTA members are legal ones;
- Know your rights in the collective agreements, including encouraging members to attend Mahi Tika training;
- Support women in leadership roles in teaching; and
- Use the Victorian Trades Hall Women's Rights at Work organising model throughout the motu



PPTA women campaigning for the Domestic Violence Victims' Protection Bill

Workshops and presentations for women members

The PPTA national women's officer is keen to organise and facilitate events, workshops and seminars in regions, on a range of topics, such as

- A history of equal pay, and the campaign for pay and employment equity;
- Sexual harassment and discrimination, and anti-violence in schools;
- Work-life balance;
- Domestic violence as a workplace issue;
- Promotion and leadership;
- Building the women's network and organising women members; and
- Parental leave and maternity grant provisions.

Workload

Workload is a big issue for secondary school teachers. As part of the settlement of the STCA 2015-2018, PPTA has agreed to a working group with the Ministry of Education to look at the key pressure points and what changes should be made.

ppta.org.nz/advice-and-issues/teacher-workload



In 2016 PPTA released a report on workload for secondary teachers, which showed that the key pressure points for teachers were NCEA, compliance and administration, suboptimal school management practices, poorly planned and implemented initiatives and lack of time and people to do all the jobs that needed to be done.

The same results have been found through the joint Ministry-PPTA 2016 workload report (arising from the 2015 STCA settlement). This review group comprised representatives from PPTA, the Ministry, NZSTA, secondary principals and the Education Council.

The report was given to the Minister of Education in December 2016 but at the time of writing this handbook was still not available on websites and PPTA had not received a formal response from her about what may change.

In addition, the main government-funded education agencies (the Ministry of Education, the Education Council, NZQA and NZSTA) would not agree to recommendations in critical areas where workload could have been most effectively responded to (e.g. setting credit limits on programmes of learning and providing additional resources). NZQA have been constructive in working to find ways to reduce their other administrative workload burdens.

Pay and employment equity

Pro rata non-contact time for part-time teachers is a pay and employment equity issue that was identified by the PPTA, the Ministry of Education and the New Zealand School Trustees Association in 2008.



Pay and employment equity (“PAEE”) exists when

- women and men have an equitable share of the rewards;
- women and men participate equitably in all areas of the school; and
- women and men are treated with respect and fairness.

Everybody deserves equal pay for equal work. That’s why we’ve taken a case so part time teachers can finally get the same rate of non-contact time that full time teachers do.

On 30 June 2017 PPTA and four courageous PPTA members lodged a legal case with the Employment Relations Authority and sought mediation to resolve the long-standing issue of part-time secondary teachers not receiving pro-rata non-contact time (or compensation in lieu of this time).

Mediation was the first step towards resolution. We went in hopeful that we could resolve the injustice but sadly it was not to be. The Ministry of Education has actually gone backwards in its analysis of the issue since 2008, when they acknowledged non-contact time for part time teachers was a pay equity issue. Now they’re saying it’s just a problem that crops up here and there, and nothing to do with the fact that most part time teachers are women.

Well, they are wrong.

Our next step is to take the issue to the Employment Court. We are hopeful the judge will see things with a whole lot more clarity than the ministry.

Parental leave provisions

PPTA members have won maternity provisions in the collective agreement and have been a key part of the campaign to extend the law further. Before making any decisions about parental leave you should consult your local field officer and read PPTA's parental leave and maternity grant guidelines.



We, along with many other groups and organisations have been incredibly successful in our campaign for better paid parental leave.

In November 2017 the Labour-led government's paid parental leave bill was passed, extending leave to 26 weeks by 2020.

The extension phases in incrementally, with parents of babies due on or after July 1, 2018 eligible for 22 weeks of paid leave, up from 18 weeks. From July 1, 2020, that will increase to 26 weeks.

However, there is still a lot of work to be done to improve the rights of parents. The PPTA women's network has set the following priorities to improve parental leave:

- Creating an entitlement for partners to have paid leave under the Parental Leave and Employment Protection Act 1987
- Extending the entitlement for partners to attend their partner at the birth of their child (currently limited to two days in our collective agreement)
- Extending the amount of paid parental leave that is paid (currently less than the minimum wage)
- Deleting section 42(2) of the Parental Leave and Employment Protection Act 1987, which limits the amount of holiday pay that an employee is eligible for after being on parental leave.

These are good questions to raise with MPs if you are meeting with them during the general election period.

Discrimination, sexual harassment or bullying

The most comprehensive resource for teachers facing or assisting members with issues around discrimination or any form of violence in schools, including sexual harassment, is the PPTA safety in schools toolkit.



The PPTA safety in schools toolkit provides teachers and schools with

- information about their legal rights and obligations in providing a safe school environment for all members of the school community;
- analysis of the forms of violence that exist in schools, including bullying, racial harassment and
- guidelines on a whole school approach to developing effective anti-violence policies, which will ensure full school community commitment and participation;
- guidelines on developing effective strategies and procedures for use in preventing and managing incidents of violence, including complaints procedures, and provision for support services and ongoing monitoring and evaluation; and
- resources to assist schools in developing and implementing anti-violence policy and practice.

The best up-to-date information and resources on sexual harassment is available from the Human Rights Commission www.hrc.co.nz/resources.

Women members experiencing discrimination, sexual harassment, or bullying at work should also seek assistance from their PPTA field officer. The PPTA women's officer can also be approached by members to help, if required.

CTU women's council

PPTA is a member of the CTU women's council, which meets regularly throughout the year and sets goals that guide its activity. It elects three co-convenors who have speaking rights at the CTU national affiliates council. The overall goals of the CTU women's council are to

- enable women workers to utilise quality flexible working hours legislation;
- promote working women's issues by developing and supporting strong effective networks;
- promote work rights and unionisation for women;
- develop political awareness, activism and leadership of union women; and
- achieve fair pay and address low pay and pay and employment equity.



PPTA delegation with EEO Commissioner Dr Jackie Blue at the CTU Women's Conference, 2015

New Zealand working women's charter

The New Zealand working women's charter has been part of PPTA since 1981 and contains a number of vitally important policy statements for women members that are still relevant today.

1. The right to work for everyone.
2. The elimination of all discrimination on the basis of sex, race, religion, political belief, marital or parental status, sexuality or age.
3. Equal pay for work of equal value.
4. Equal opportunity of entry into occupations and of promotion regardless of sex, race, religion, political belief, marital or parental status, sexuality or age.
5. Equal education opportunity for all.
6. Union meetings and special trade union education courses for all unionists to be held with paid time off for participants with special attention to gain more active participation of women unionists.
7. Equal access to vocational guidance and training, including on-the-job training, retraining, study and conference leave for all workers.
8. Introduction of a shorter working week with no loss of pay, flexible working hours, and part-time opportunities for all workers by union agreement.
9. Improved working conditions for all workers. The retention of beneficial provisions which apply to women and extension of these to men. Other benefits to apply equally to women and men.
10. Removal of legal, bureaucratic and other impediments to equality of superannuation, social security benefits, credit, finance, taxation, tenancies and other related matters.
11. Consultation with and special attention to the needs and requirements of all workers from ethnic communities with special attention to those of women.
12. Wide availability of quality child care with government, employer and community support for all those who need it, including industrial crèches, after-school and school holiday care.
13. Introduction of adequate paid parental leave without loss of job security, superannuation or promotion prospects.
14. Availability of paid family leave to enable time off to be taken in cases of family needs.
15. Sex education and birth control advice freely available to all people of appropriate age, and legal, financial, social and medical impediments to safe contraception, sterilisation and abortion to be removed. All individuals concerned to make their own decisions.
16. Comprehensive government-funded research into health questions specific to women.

Staying in touch with the PPTA women's network

We are all part of the broader PPTA women's network and it is important to stay connected. A list of contact details for the national women's network is outlined on the following pages. If you are a branch women's contact or a woman member who is interested in issues that impact on women, don't be shy – make yourself known to your regional women's coordinator and get involved in activities in your region.

The PPTA website is all members' first port of call for resources, including publications, newsletters, the PPTA News, guidelines and collective agreements.

There is a women's network page ppta.org.nz/communities/women on the PPTA website which provides information. You can also stay in touch with the key issues that impact on women teachers by liking and sharing the 'PPTA Women' Facebook page.

PPTA staff – your resource people

PPTA women's officer

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Your regional women's network contacts

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