

Shop Stewards Duties and Responsibilities



- Know the contract.
- Police the contract.
- Know your people personally and keep abreast of new hires and transfers.
- Enforce safety conditions.
- Serve on committees willingly.
- Create a good impression of the union.
- Support your leadership.
- Never make “side agreements”.
- Do not ask for special privileges.
- Consult higher union authority when in doubt.
- Anticipate and “head off” trouble when possible.
- Don't carry a “chip” on your shoulder against anyone.
- Handle grievances fairly and intelligently.