



Negotiation Committee (NC)

Guidelines

Roles and Expectations of the NC

1. Participate in all teleconference meetings and when possible attend in-person meetings.
2. Actively participate on a committee working group providing detailed research and information on a particular aspect of overall negotiation work.
3. Contribute to the overall negotiation strategy of the Association by actively engaging colleagues in dialogue and encouraging participation in the Negotiation Survey.

Roles and Expectations of the NC Chair

1. Facilitate and chair all meetings of the committee.
2. To create a schedule for the committee to follow regarding completion of working group work.
3. Update the PARA Executive Board at the monthly Executive teleconferences on the activities of the committee.
4. Provide reports to the PARA Assembly as necessary on the current status of negotiations.

Roles and Expectations of the Chief Executive Officer or designate

1. To ensure that the Committee has the support and resources to properly prepare for negotiations including providing guidance on the overall strategy for bargaining.
2. To provide assistance and guidance as necessary to the staff leads on each working group.
3. To ensure the creation of a Negotiation Survey Report for use by the Committee.
4. To communicate with the NC and the PARA Executive Board any pertinent information gathered from the Joint Consultation Committee meetings.
5. To ensure the lead negotiator chosen fits with the overall strategy for bargaining as determined by the Committee.