

## **How We Do Things**

*July 2020*

The purpose of this document is to describe the ways that we do things in the branch to keep a record and help with institutional memory.

### **Safer Spaces Policy**

The I.W.W. is a union committed to the emancipation of the working class. The working class is diverse and we realize that oppression is many layered. As such, we strive to keep our common paces free from oppressive action, behavior, and language.

These oppressive actions and words include, but are not limited to: racism, sexism, homophobia, and expressions of disrespect and/or intolerance of size, gender identity, physical ability, age, educational level, cultural background, or political ideology (as long as such ideology does not conflict with the I.W.W. Constitution). We want to learn from and educate each other. We will each be responsible for addressing these issues in ourselves and others. This policy is not about censorship, but rather opening a dialog in a respectful way.

If a member feels like this policy is in violation, and is uncomfortable bringing this up personally, they are encouraged to seek an ally of their choosing to advocate for them. In a meeting, a person can ask for a point of personal privilege to take a break and discuss this with necessary parties. The chair should be conscious of this policy, and address issues as they arise. Further, space shall be defined as any meeting, event, or listserv that is I.W.W. sponsored.

### **Jr. Wobblies:**

The Portland GMB takes the care of the children in our branch seriously. We recognize that offering quality child activities to working families is an integral component of our work to build a better world. We want to make space for everyone and to dismantle barriers that marginalize people from participation in our union. To that end, we have developed a series of policies and procedures to ensure that we offer safe and quality child activities to families, as well as, create a structure that welcomes Wobblies to help the work along by volunteering with our Junior Wobblies.

1. Child activities will be supervised by a pool of pre-selected and pre-screened volunteers. A committee of 3-5 Co-coordinators will be elected at a branch business meeting.

- a. Coordinators should be established branch members with some experience and knowledge relating to working with children. Coordinators should meet periodically and determine how they would like to divide up duties to ensure that they get done.

- b. Junior Wobbly Coordinator Duties include: respond to emails, approve child supervision subsidy expenditures, screen & train junior wobblies volunteers, arrange supervision when requested by soliciting volunteers from approved pool, maintain list of contact information for junior wobblies volunteers, maintain list of contact information of parents, children, & families in the union, access Junior Wobblies budget to pay for supplies & activities, reach out to parents new to the branch to say hi and let them know about activities offered through IWW for kids, solicit volunteers, create pamphlet for parents describing child activities and supervision practices.
- 2. Training will be offered periodically, at least twice a year, and can also be done individually.
- 3. The screening process for Junior Wobblies volunteers will consist of an application, an interview assessment with a Junior Wobblies Coordinator, training, an internet search of the person's name, and an email to the branch soliciting any concerns.
- 4. Although there is no way that the branch can completely guarantee the safety of children left in the care of volunteers, we have put the following measures in place to minimize the risks involved:
  - a. Junior Wobblies will aim to have at least two volunteers present when children are not within the close vicinity of their parents or caregivers. When two people aren't available, activities will take place in an area easily accessible to the parents. Parents can elect to have just one person they feel comfortable with supervise their children.
  - b. Parents can communicate with Junior Wobblies coordinators if they have preferences or if concerns regarding the people who spend time with their kids. A list of all volunteers and their experience with kids should be made available to parents to help with this process. The Coordinators will make every effort to address concerns respectfully to all parties involved.
- 5. Money will be budgeted to Junior Wobblies to pay for materials and services needed to provide child activities. In the case that parents want their child care to happen outside of the IWW, this budget can be used to subsidize their chosen provider.