Nuts and Bolts of LEC Work

LEC President

- Talk with each of the other LEC Officers at least once a week. Always tell them what your schedule is, what problems you are working on with management, and what you need from them.
- Talk with the chairs of the committees under your direction. Give them tasks. When tasks are completed, assign new tasks. Communicate with them monthly.
- Address the membership at least once a month. Tell them what the Local Council Officers, committees and AFA-CWA International are doing on their behalf. Use e-mail blasts, hard copy, or e-lines as desired.
- Keep your other officers and the intermediate leadership updated on what is happening with AFA-CWA International and the MEC.
- Newly organized carriers: Know who your members are. Know who still needs to sign up as a member. Have an active member development program going on at all times.
- Leave an outgoing message on your AFA-CWA phone, instructing your members what to do if you are unavailable. Give instructions on how to get help from AFA-CWA in your absence.
- Hold union meetings no less frequently than two (2) times per year.
- Be an active advocate for flight attendant interests, their job security and their protection from unfair treatment in the workplace.
- Actively seek out what the flight attendants need from the union - and then act on it. Keep in mind that what they care about is their pay, schedules and careers, not the process of running the local.
- Represent the local membership on AFA-CWA’s Board of Directors and the MEC.

LEC Vice-President

- Stand in for the President when h/she is unavailable. Act on all the above under the direction of the LEC President.
- Be a sounding board for the LEC President.

LEC Secretary

- Oversee and monitor the local budget, take council minutes and distribute to the membership. Oversee membership roster name, address and phone number changes. Act on all of the above under the direction of the LEC President.

(AFA Constitution and Bylaws Article III C 3 a b c d)