



One voice for many.

## MANDATORY OFFICER TRAININGS

<b>Treasurer Training</b> This workshop will provide practical information to help the Treasurer keep complete and accurate records of all income and expenses, prepare required annual reports to CSEA and the federal government, and, as custodian of Union funds, enforce the rules and regulations outlined in the Financial Standards Code.	<b>Thursday August 7, 2025</b>  5:00pm-8:00pm  Meal and Registration 4:30pm	<b>Monday August 25, 2025</b>  5:00pm-8:00pm  Meal and Registration 4:30pm
<b>President/Vice-President Academy</b> This workshop is designed to engage and empower both new and experienced Presidents and Vice-Presidents. Participants will gain a clear, practical understanding of their roles and responsibilities while exploring the Officer's Manual as an essential tool for strong, successful leadership. This session lays the groundwork for effective member representation.	<b>Monday August 18, 2025</b>  5:00pm-8:00pm  Meal and Registration 4:30pm	<b>Thursday August 21, 2025</b>  5:00pm-8:00pm  Meal and Registration 4:30pm
<b>Secretary Training</b> This workshop will help Local and Unit Secretaries gain a clearer and more comprehensive understanding of their constitutional responsibilities, as well as the critical role they play as officers and leaders within the union.	<b>Saturday August 23, 2025</b>  9:00am-12:00pm  Meal and Registration 8:30am	<b>Tuesday August 26, 2025</b>  5:00pm-8:00pm  Meal and Registration 4:30pm

**Bring your Officer's Manual!**

To Register:  
Call the Education &  
Training Department at  
(518-257-1363), sign up  
in MemberLink, or  
contact your desired  
location:

Region 1:

(631) 462-0030

Region 2:

(212) 406-2156

Region 3:

(845) 831-1000

Region 4 Latham:

(518) 782-4400

Region 4 Plattsburgh:

(518) 563-0761

Region 5 E. Syracuse:

(315) 433-0050

Region 5 Canton:

(315) 386-8131

Region 5 Binghamton:

(607) 772-1750

Region 6 Amherst:

(716) 691-6555

Region 6 Rochester:

(585) 272-0800