

Job Duties for Delegates

Delegates are elected annually by their local IWW group, either by other Wobblies at their workplace, by members of an IWW group in formation, or by members of a chartered branch according to Branch by-laws or at a regular business meeting. If no other IWW members are in the area, members can apply directly to General Headquarters for delegate credentials.

Delegates should keep in their possession a copy of the Delegates Manual to refer to whenever necessary.

Delegates are responsible for signing up new members. They should assist the new members in determining which Industrial Union they belong to and orient the new members to the union. They should be sure to give the new members a membership card, an IWW button, a current IWW constitution, and the One Big Union pamphlet. They should also give new members a copy of their branch's by-laws and any other new member orientation materials the branch makes use of.

Delegates are responsible for collecting dues and ensuring that the members they collect dues from stay in good standing. Delegates must be familiar with current dues rates and initiation rates. Delegates are responsible for placing the dues stamps in members' cards.

Delegates are responsible for submitting monthly dues collection and activity reports to General Headquarters. Delegates elected by chartered branches report to their Branch Secretary instead of directly to General Headquarters. The IWW Constitution requires delegates to report at least once a month to GHQ or Branch Secretary whether or not they have collected any money.

Delegates are responsible for maintaining records of union materials in their possession. If delegates decide they no longer wish to serve in this office, they are responsible for returning their supplies to General Headquarters or to their local branch. Delegates are responsible for filling out the inventory clearance forms sent to them yearly from General Headquarters. Failure to fill out the form by the deadline will cause the delegate to become delinquent. Delinquent delegates will lose their right to vote in union referendum and will not be issued new delegate credentials for the year.