



STEP 1: Determine whether you will be represented by OPSEU by looking at the **Employment Group** section of your new hire job **offer letter** that was provided by your recruiter.

See the sample letter below for the Employment Group location.

TENTATIVE START DATE/TIME	
GENERAL STAFF ORIENTATION	
POSITION TITLE	
DIVISION	
Program/Department	
SUPERVISOR Extension	
EMPLOYMENT STATUS	
EMPLOYMENT GROUP	OPSEU (Local 329)
PROBATIONARY PERIOD	
NURSING/ UNREGULATED WORK SCHEDULES	
RATE OF PAY	
BENEFITS	
VACATION	

If OPSEU (Local 329) is listed continue to Step 2
 If OPSEU is not listed, no further action is required.

STEP 2: Complete the OPSEU membership application by clicking on the link [here](#). If you need help, please reach out to one of the contacts below:

Sean Hazell or Kurt Hehl

NOTE: The employee ID section is not mandatory. Please skip this.

STEP 3 (OPTIONAL): If you would like to receive updates from OPSEU local 329, please visit the two links provided below.

[Email Distribution sign up](#)

[Facebook Group](#)