

Reserve Committee

Composition and Qualifications

This committee is composed of members interested in serving as a liaison for Flight Attendants holding a reserve schedule and representing their unique needs and interests.

Qualifications include:

- Good organizational and communication skills.
- Excellent knowledge of reserve section of the contract.
- Ability to speak publicly and make presentations to large groups of people.
- Ability to attend regular Reserve Committee meetings.
- Adherence to committee policies, procedures, and standards of ethical conduct.
- Ability to maintain confidentiality of sensitive and personal information.
- Maintenance of member-in-good-standing status.
- Ability to remain in good standing with the company.
- Willingness to do ongoing committee work on a volunteer basis.

Some travel may be required to attend meetings and required training.

Purpose and Scope

To help Flight Attendants to interpret and understand the reserve portion of the contract and serve as a liaison between Crew Scheduling and Flight Attendants holding a reserve schedule.

Specific Duties and Responsibilities

- Act in an advisory role to the LEC Officers regarding reserve issues.
- Work to actively educate Flight Attendants regarding the reserve section of the contract.
- Answer Flight Attendant questions regarding reserve duty and help them to interpret the contract in accordance with guidelines set by the LEC and MEC.
- Investigate and respond to Flight Attendant concerns regarding reserve assignments and Crew Scheduling compliance with contract language. Gather information and work with management to satisfactorily resolve each issue. Keep complete files on assigned cases using electronic systems.
- Communicate any unresolved issues and/or potential contract violations to the Grievance Committee on Members' behalf.
- Refer any non-reserve scheduling issues to the Local Scheduling Committee for follow-up and resolution.

Communication

- Act as liaison between the membership and the Local Executive Council (LEC) Officers. The Local Committee Chairperson will act as liaison between the Local Committee and the MEC Committee Chairperson.
- Coordinate with the Local Committee Chairperson regarding all activities.
- Collaborate with other AFA committees as needed.

- Report to the LEC Officers on any discussion with management.
- Recommendations for change should be presented to the LEC Officers in writing.
- Any AFA committee appointed by the LEC and empowered to conduct discussions with management on behalf of the flight attendants must first meet with the LEC Officers prior to forming any agreement to gain the direction of the LEC.
- The committee will not make any policy that conflicts with LEC, MEC, or AFA policy.