

Employment Opportunity – UFCW Local 401 Northern Director

JOB DESCRIPTION

The Northern Director's position will involve overseeing the services provided to union members by staff representatives and providing assistance and direction to staff representatives. A Director will also be in charge of approving: expense, travel, arbitrations, access to outside legal counsel, grievance reviews and all other duties assigned.

The Northern Director will oversee all Union Representatives and membership servicing conducted out of the Edmonton and Fort McMurray offices.

The applicant must understand and be committed to union principles and values.

QUALIFICATIONS

- 5 – 10 years of experience with member servicing and union representation in our core industries: retail, warehousing, food processing, and hospitality.
- Practical understanding and experience in dealing with: Labour Relations, Human Rights, Workers Compensation and Health and Safety.
- Possess strong time-management, organization and communication skills, ability to take direction, goal oriented and strong attention to detail.
- Strong written and oral communication skills.
- Computer literate with proficiency in Microsoft Office products.
- Ability to deal with confidential and time-sensitive issues in a professional manner.
- Experience with collective bargaining; including conducting proposal and ratification meetings and votes.

Assets

- Experience in a leadership role within a union.
- A working knowledge of Social Media.
- Experience in political action.
- Ability to communicate in a second language.
- Experience as a community leader and activist.
- A university or college education or degree in a relevant field.

REMUNERATION

Position is available in Edmonton.

Wages will be commensurate with experience and education. In addition, you will also receive a vehicle, benefits, vacation and pension.

ADDITIONAL INFORMATION

Please submit your résumé and cover letter to the following address and be sure to highlight any assets and qualifications that you will bring to this position.

Michelle De Roche
UFCW Local 401
100, 46 Hopewell Way NE
Calgary, AB T3J 5H7
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