



Employment Opportunity

United Food and Commercial Workers (UFCW) Local 401

Legal Counsel

Job Description

This position is based at the UFCW Local 401 Edmonton office.

UFCW Local 401 is Alberta's largest private sector union, composed of 32,000 Alberta workers in a broad range of private sector workplaces from retail, warehousing, and food processing to healthcare and hospitality.

UFCW Local 401 Legal Counsel are committed to defending and advancing the rights and interests of the Union in all facets of members' working lives. Reporting to the General Counsel & Director of Policy and Analysis, Legal Counsel represents the Union in litigation matters while also providing in-house legal and strategic advice on everything from negotiations to organizational statutory compliance.

Duties and Responsibilities

- Represent UFCW Local 401 and its members before the Labour Relations Board, professional bodies, arbitration hearings, and other administrative tribunals
- Investigate, prepare, coordinate and strategize on complex litigation and negotiation files
- Work as a part of a team providing day-to-day advice to Union Labour Relations Officers, Negotiators, Organizers, Directors and Local Executive leaders
- Monitor developments in labour-related statutes and advise Local leadership of the impact of changes on Local operations and strategy
- Monitor and update Local leadership on statutory compliance requirements
- Serve as an internal educational resource on legal and labour relations matters to Labour Relations Officers and Union Stewards providing education as required
- Travel and hybrid office/remote work is required as assigned
- Other duties as assigned

Qualifications

- Two years' litigation experience in arbitration, Labour Relations Board matters, administrative tribunals or court proceedings

- Familiarity with Alberta statutes including the *Labour Relations Code*, *Employment Standards Code*, *Occupational Health and Safety Act*, *Alberta Human Rights Act* and privacy statutes
- Membership in good standing or eligibility for membership with the Law Society of Alberta
- A commitment to union solidarity principles, equity, diversity, and inclusion as described in our Mission Statement <https://gounion.ca/your-union/mission/>.
- Demonstrated ability to work and communicate effectively and empathetically with diverse ethnic, social, and economic groups
- Ability to travel within the province, nationally and internationally as required

REMUNERATION

- Legal Counsel received competitive pay at the Director level of UFCW Local 401. Compensation ranges from \$125,000.00 to \$141,000.00 per year based on experience.
- A generous pension and benefits package is provided.

ADDITIONAL INFORMATION

Please submit your résumé and cover letter to the following address by end of business day on August 14, 2026. Please highlight any assets and qualifications that you will bring to this position.

UFCW Local 401
14040 128 Avenue
Edmonton, Alberta T5L 4M8
jobapplication@ufcw401.ab.ca