

September 7, 2022

JOB POSTING Director – Member Representation

Overview: Member Engagement and Representation is a top priority of UFCW 1518, and as such, the Director overseeing this area will have a very important role in overseeing the execution of this through their leadership, mentorship, and supervision of their direct reports, and will work collaboratively with other Directors and departments within the organization. As a UFCW 1518 Director, your main role is to work with UFCW management to establish and execute deliverables in member representation by overseeing your assigned team of staff including Union Representatives and Administrative Staff.

The successful applicant will have extensive experience in professional labour relations and will work effectively to build a strong and positive work culture among their team, motivating high achievements, effectiveness and confidence in their direct reports. They will have applied experience and strong understanding of the BC Labour Code, the preparation and presentation of arbitrations, experience in negotiations and interpreting contract language, and will have proven ability to assist in guiding their team in these areas as they perform the important work of representing our union members.

The successful applicant will advise and support your assigned staff and the organization on labour board and related hearings with confidence depending on your many appearances at arbitrations and fact-finding investigations.

You will work closely with excluded management at UFCW to ensure the assigned employees are following their mandate letters and performing their work under the practices and policies of the employer including:

- performing quality control oversight and writing performance assessments
- performance issues or conduct management
- providing on-the-job detailed training and identifying training and areas of support
- managing budgets under financial policies and practices and participating in the employer's planning processes
- scheduling assignments
- managing and scheduling the time off of direct reports to ensure work-life balance is a priority and contributes to a positive work culture
- ensuring all work is assigned and completed
- relaying instructions of management

The nature of work representing members means sometimes performing duties largely similar to those whose you direct or perform duties related to the work, but at a higher level than those you would direct, including:

- maintaining positive working relationships with elected officers, committees, board, as well as stewards and members
- researching, arguing, and presenting arbitration cases, and cases at Labour Board hearings, Human Rights Commission, and other labour relations duties.
- Interpreting collective agreements
- representing membership and ensuring the employer's standards and policies are being upheld
- managing labour relations with a variety of employers including with senior company representatives.

Skills and Qualifications

Bachelor degree in a related field with advanced studies in labour law; labour/industrial relations; arbitrations and negotiations; employment law and human resources.

7-10 years experience in a related supervisory role and a minimum of five years working as a union representative or similar role with demonstrated labour board hearings and arbitrations and/or tribunals.

Specific and detailed knowledge of the BC and Canadian Labour Relations Code, regulations, and other labour legislation with published decisions as counsel.

Proficiency in computers and related Microsoft software, CRMs and record management

Politically savvy and understands the importance of engaging members and deploying effective communications and modern communication tools and platforms

Must hold a valid driver's license

Proficiency in languages in addition to English

Applicants should be prepared to provide a portfolio summarizing negotiation experience and a list of their adjudicated decisions

Internal Directors Bargaining Unit Posting closes September 14

at 5 PM Applications to hr@ufcw1518.com