

## UNISERV DIRECTOR – AUGUSTA, MAINE

APPLICATION DEADLINE: Close of Business – February 16, 2018

APPLICANT: Send cover letter, resume and 3 letters of reference to:

Rob Walker, Executive Director  
Maine Education Association,  
35 Community Drive, Augusta, ME 04330

Or email [rwalker@maineea.org](mailto:rwalker@maineea.org)

POSITION: UniServ Director, District 9 Augusta Office, K-12

### Responsibilities:

- Works with local associations to provide organizational and leadership development training & support.
- Serves as an expert consultant to local associations during the collective bargaining process.
- Speaks to community groups on subjects related to the work, the philosophy, and the interests of MEA.
- Advocates for the interests of the MEA and local associations during mediation, fact-finding, and arbitration hearings, before Maine Labor Relations Board, and with other agencies as appropriate.
- Initiates and leads community organizing activities with local associations in support of collective bargaining goals, political/legislative goals, and other interests of the MEA.
- Initiates and leads an active and progressive program in public and community relations.
- Takes responsibility for activities in the event of a local or state association crisis.
- Assures that local associations are effectively represented in the processing of grievances.
- Promptly responds to requests for services within the area of assignment.
- Works collaboratively with other MEA and NEA staff to facilitate delivery of a full service program to local associations.
- Encourages active participation of local associations and members in the political and legislative activities of MEA/NEA.
- Implements all activities consistent with MEA/NEA policy in his/her area of assignment.

### Qualifications:

- Strong commitment to the goals of the MEA/NEA.
- Experience as an effective writer and public speaker.
- Active involvement in a labor or progressive organization.
- Demonstrated skills and ability to effectively support and advocate for the rights of education employees at all levels.
- Demonstrated skills and ability to develop plans of action and execute such plans effectively.
- Experience with community and/or political organizing in support of a specific goal.
- Demonstrated ability to be flexible in working with and facilitating groups with diverse viewpoints.
- Experience facilitating groups and individuals in the initiation or management of change.
- Knowledge of issues currently confronting public education employees.
- Experience in collective bargaining.
- Organizational development experience.
- Evidence of creativity and initiative.
- Ability to handle multiple tasks simultaneously.
- Knowledge of adult training principles and techniques.
- Willingness and ability to travel and to work long hours, nights and weekends.
- Bachelor's Degree in related field of study required. Master's Degree preferred.
- Valid and current driver's license required.