



*CEA*  
*Connecticut Education Association*

**UniServ Representative (Union Representative/Labor-Relations Specialist)**

**Based in Connecticut**

**About Us**

Connecticut Education Association is a dedicated educators' labor union whose mission is to champion for educators, students, and public schools. We have been a leading voice for teacher professionalism and school improvement since we were formed in 1848.

The Connecticut Education Association (CEA) is seeking applicants for the position of UniServ Representative (Union Representative/Labor-Relations Specialist).

CEA desires an individual who possesses sound union organizing and project management skills, works well in a team environment, and monitors and addresses the needs of the members they serve. The ideal candidate will be creative, flexible and enjoy performing a wide variety of tasks.

**Experience Desirable**

- Knowledge and experience of labor and/or community organizing.
- Knowledge and experience in collective bargaining.
- Knowledge and experience in grievance adjudication.
- Knowledge and experience in political and legislative organizing.
- Knowledge and experience in conducting leadership training programs.
- Employment experience in public education.
- Employment or leadership experience in an advocacy organization such as national or state education associations, or other labor organizations, or community organizations.

**Required Knowledge, Skills, and Attributes**

- Ability to actively involve and organize members around a variety of issues.
- Research/analytical skills.
- Manages a high volume of work with efficiency: Has, or can create a system for keeping tasks from slipping through the cracks. Able to juggle competing demands and prioritize without sacrificing quality. Plans backwards to make deadlines. Asks for help when needed.
- Acknowledges mistakes and turns them into learning opportunities.

- Strong sense of ownership and resilience: Plans ahead and finds alternative paths, when needed, to get to the finish line. Bounces back from setbacks and rejections. Holds a high bar even when things are hectic.
- Leadership skills, including the ability to think strategically, facilitate dialogue for shared results and facilitate problem solving through a variety of strategies.
- Desire to deepen a culture of organizing within the organization.
- Ability to build and support collaboration.
- Strategist's mind: Quickly grasps the subtleties of complex issues and identifies patterns in challenges. Comes up with insightful, pragmatic, equitable, and sustainable ways to tackle common challenges and produce positive change. Has a successful track record of taking a concept from idea to implementation.
- Vision and goal setting: Adapts to the evolving needs of the organization and thinks steps ahead to develop solutions that achieve goals in their realm.
- Entrepreneurial and resourceful: Consistently overcomes challenges and leverages resources to creatively solve problems. Proposes solutions to issues without much guidance (but is not afraid to ask questions). Proactively asks for help, anticipates problems, and course-corrects where needed.
- Attentive, empathetic leadership: Enthusiasm for meeting and engaging with people. Empathizes with the communities we serve. Able to put people at ease, especially when there are lines of difference. Listens closely to understand needs or concerns and takes steps based on that input. Gets back to people in a timely manner. Takes pride in providing clear, helpful information. Builds authentic relationships across lines of difference, such as race, ethnicity, sexual orientation, class, ability, gender identity, citizenship status, or other identities. Follows through on commitments.
- Support and facilitate integrating racial and social justice goals into the work of the department.
- Effective communication skills and ability to build and maintain positive working relationships while working with a variety of leadership styles and perspectives.
- High standards of excellence, personal integrity, the use of sound judgment, and knowledge and sensitivity to cultural and personal differences.
- Willingness to work long hours including evenings and weekends and travel extensively to local associations within the state.
- Perform other duties and responsibilities as assigned.

### **Educational Requirements**

- Bachelor's Degree

### **Person (s) to Whom This Position Reports**

- Directors of Affiliate Services & Member Training

### **Pay and Benefits**

The salary range is \$125,716 to \$168,803 annually determined by experience. We also offer medical, dental and vision plans, a retirement plan, and paid holidays, vacation days, personal days, and sick time.

## **Equal Opportunity**

Connecticut Education Association is an equal opportunity employer, and we are committed to fostering an organizational culture of diversity and inclusion. Women, minorities, people of color, members of the LGBTQ+ community, and people with disabilities are strongly encouraged to apply.

## **Applications**

Interested candidates should submit a letter of interest, résumé and complete contact information via email to Lisa Bickford at [LisaAb@cea.org](mailto:LisaAb@cea.org) no later than March 7, 2023.