MAINE EDUCATION ASSOCIATION
VACANCY ANNOUNCEMENT

Position Title: Director of Collective Bargaining and Research

Date of Posting: April 28, 2020

Application Deadline: Open until filled

Application Procedure: Submit Application (cover letter, resume, list of references) to Paula Voelker, MEA Executive Director, at pvoelker@maineea.org and Erin Noyes, Administrative Assistant at enoyes@maineea.org.

The Maine Education Association is a professional education association/labor union that represents nearly 24,000 public school educators in 278 locals statewide. The MEA is an affiliate of the National Education Association. This position is based out of the MEA headquarters in Augusta and reports directly to the MEA Executive Director.

Summary of Major Position Description Duties & Responsibilities:

1. Develops, recommends, and oversees the development and implementation of the Association’s collective bargaining and research programs.
2. Identifies and conducts research regarding appropriate collective bargaining issues and provides guidance to MEA UniServ Directors and local leaders regarding such issues.
3. Analyzes information and provides appropriate consultation and assistance to MEA UniServ Directors regarding current collective bargaining trends and economic conditions within the state and nationally, as applicable to Maine.
4. Provides analysis of proposed legislation and regulatory rules that affect collective bargaining in Maine and advises the MEA Executive Director and other Program Directors as applicable regarding the policy effects of such legislative and regulatory proposals.
5. Assists with the development of statewide strategies to transition the MEA from a “business agent” advocacy model to an “organizing” advocacy model that emphasizes the strengths of the MEA as a statewide association.
6. Provides assistance, including preparation, execution, training and other support to MEA UniServ Directors and locals as needed on all aspects of contract enforcement, and the grievance and arbitration process.
7. Advises MEA management of trends or indicators which would impact Association goals, objectives and organizing initiatives. Works closely with the Deputy Executive Director and Executive Director.
8. Serves as liaison for national affiliate data, survey and research programs and products. Facilitates training, data collection, technical support and data utilization for these programs.
9. Serves as MEA’s liaison to other state affiliates and the various NEA compensation, insurance, benefits, pension departments.
10. Serves as the Staff Liaison to the MEA Statewide Bargaining Committee.

**Knowledge & Experience Requirements for this Position:**

1. Knowledge of Association Goals, Objectives, and Programs.
2. Knowledge of State statutes, and rules and regulations regarding collective bargaining in Maine.
3. Knowledge and first-hand experience with traditional, as well as alternative styles of collective bargaining and problem-solving strategies and techniques.
4. Knowledge of current trends affecting collective bargaining and public sector advocacy in Maine and around the country.
5. Knowledge and first-hand experience with political advocacy at both the state and local levels.
6. Knowledge and first-hand experience with both the “business agent” advocacy model and the “organizing” advocacy model of unionism.
7. Experience training and providing support to both staff and leaders on collective bargaining, employee rights, and contract enforcement.
8. M.S. or M.A. degree in business administration, human resources, political science, economics, labor relations, or related field of study preferred; B.S. or B.A. degree in such a field of study required.
9. 10 years of collective bargaining and field experience preferred; 5 years of such experience required.

**Compensation:**

The MEA provides an excellent salary and comprehensive benefits package including health and dental insurance, leave provisions, paid holidays and pension plan. Salary and benefits are offered in accordance with the staff collective bargaining agreement.

**Application Procedure:**

Submit a cover letter describing your interest in the position, current resume and list of three references to Paula Voecker, MEA Executive Director, at pvoelker@maineea.org and Erin Noyes, Administrative Assistant at enoyes@maineea.org to be considered as an applicant.

The MEA is an Equal Opportunity/Affirmative Action Employer.