The MTEA is seeking a Deputy Director to support its members in the fight for economic and social justice. The Deputy Director is a full-time year round position that requires the ability to adjust to diverse situations associated with urban education and to work under significant pressure in a fast paced high stress environment. MTEA represents 4800 educators in the Milwaukee Public Schools. The MTEA is leading the fight to oppose privatization and to build the schools and communities our children deserve.

In absence of the Executive Director, the Deputy Director is designated as the highest authority to respond to internal and external inquiries, make operational decisions, and represent the Union in any and all responsibilities assigned to the Executive Director.

MTEA seeks a Deputy Director who is committed to a member led union with an organizing model of building union strength through extensive one-on-one work with our members, and with parent and community allies. The ideal candidate is a proven leader with demonstrated organizing skills, representational skills, and negotiating skills in formal and informal settings. We seek someone with strong communication skills, an ability to evaluate budgets in support of negotiations and meet and confer, a capacity to think strategically and creatively, and a deep commitment to labor organizing and social justice.

Additional duties include:
- Makes staffing recommendations.
- Negotiates internal and external contracts and settlements on behalf of the Union.
- Staffs member committees.
- Serves on external committees or boards.
- Runs external issue campaigns or is the liaison to such campaigns, community groups and Unions.

Required Qualifications:
- Master’s degree in labor relations, labor law, or related field.
- Ten (10) years of experience including hands-on application of labor organizing and strategic campaigns, contract negotiations, and representation. Additional years of experience in these areas may substitute for the educational requirement.
- Excellent oral and written communication.

Desirable Qualifications:
- Work with leaders and staff to develop education programs and materials for the membership which builds a foundation for union strength, member activism and knowledge of important issues. Every union function -- organizing, political action, community action, collective bargaining and meet and confer, grievance and arbitration, etc. -- requires knowledge and skill.
- Proactively identify opportunities for increasing member engagement or developing leadership and organizing skills within the organization with an emphasis on supporting local school leaders to build strong building leader structures.
- Identify, create and implement effective relational organizing strategies for increasing member action, leadership, and engagement in the life of the union, local and state communities, and allied advocacy organizations.
- Using relational methods to develop content, surveys, and other opportunities to gauge the interests, talents, professional development needs, leadership experience, and leadership aptitude of MTEA members.
- Inventory measurable tasks in the fields of membership development, collective bargaining and meet and confer, labor-management participation, organizing, advocacy, community engagement, and professional development.
- At least ten (10) years of experience in a professional union environment.
- Ability to work well with people, convey instructions to others, and supervise, train, and mentor staff members.
- Successful track record of effective negotiating skills, grievance handling, and organizing experience.
- Knowledge of public sector rules and laws.
- Supervise and manage the day-to-day activities of staff under her or his direction. This includes in part:
  - Assess workload allocation and assign tasks.
  - Evaluate and remedy the performance of supervised staff.
  - Coordinate the training and development of supervised staff.
  - Recommend disciplinary and corrective action as needed.
  - Enforce MTEA policies and procedures.
  - Promote harmonious employee relations through effective leadership.
  - Collaborate with the Executive Director on hiring, discharge, and related supervisory functions.

**Other Related Tasks as Assigned:** Specific duties may include:
- Serving as Acting Executive Director during the latter’s absence.
- Functioning as a member of the management negotiating team in negotiations with represented staff.
- Functioning as the Executive Director’s designee for Step 1 grievances in the unit.
- Carrying to fruition special projects assigned by the Executive Director.
- Supporting and advising staff and members at District and Local negotiations and meet and confer and dispute resolution.
- Working with the Elected Officers, worksite membership Committees and staff to increase membership rates year-on-year.
- Acting as a senior advisor to Staff Representative and Elected Officers in contract and handbook administration, organizing, and member advocacy.

**APPLICATION INFORMATION**
A complete application must include a one-page cover letter, resume, and three one-page letters of reference. Each reference must describe their direct knowledge of the work or experience of the candidate. Letters must contain the references' contact information including name, position, mailing address, e-mail address, and phone number.

Submit application to Kathy Lehsten, Director of Operations, MTEA, 5130 West Vliet Street, Milwaukee WI 53208 or e-mail to lehstenk@mtea.weac.org no later than 11:00 a.m. CST, March 1, 2018.

The MTEA is an equal opportunity employer. Women and minorities are encouraged to apply.

February 2018