Title
UniServ Director

Position Available
UniServ District 28 (Jefferson County, Leeds City, Pell City, St. Clair County, Trussville City and University of Alabama-Birmingham)

Qualifications
• Bachelor’s degree
• Ability to develop and implement/coordinate an effective membership recruitment and retention program
• Ability to work independently and in a collaborative/team environment
• Effective consulting, training and presentation skills
• Strong problem solving and conflict resolution skills
• Good written and verbal communication skills
• Good organizing skills
• Ability to relate to and work well with people
• Interest in and ability to become involved in legislative and political action activities
• Basic understanding in the use of computer software programs such as word processing, spreadsheets and data base applications
• A valid Alabama Driver’s License

General Duties
• To provide leadership and assistance for the local association(s) which comprise the UniServ District
• To advance the programs and promote the goals of the local associations, the AEA, and the NEA consistent with applicable policy

Residence
• Must be willing to reside in the district to be served

Accountability
• Employee will function under policies adopted by the AEA Board of Directors and will be accountable to AEA executive officers and administrative staff

Physical Requirements
• This is largely a sedentary position that requires the ability to speak, hear, see and lift small objects up to 20 pounds. The position requires the ability to travel locally, regionally and nationally.

Salary
• Salary as per established negotiated agreement

Fringe Benefits
• Annual Leave
• Sick leave
• Retirement same as public school employees
• Holidays, including a week for Christmas
• Medical insurance and a contribution toward dental and vision insurance
• Accidental death insurance coverage while on Association business

Application Deadline
• Until position is filled

For Application and Further Information Contact:
Darryl R. Sinkfield, Assistant Executive Director for Field Services
Alabama Education Association
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Montgomery, AL 36103-4177
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C: External Posting UD 28 – Mar 2021