Title: Regional Staff Director  
Department: Tarrytown Regional Office  
Category: M/C  
Salary: To Be Determined  
Date: March 8, 2022  

NYSUT Regional Staff Director – Tarrytown

NYSUT’s Tarrytown Office provides and coordinates advocacy support for affiliated local unions in the Region. The Regional Staff Director supervises and guides the Labor Relations Specialists and the administrative support staff that provide the direct support to Local affiliates. The Regional Staff Director also works with additional staff responsible for coordinating constituency groups and other special activities. The Regional Staff Director will also serve as an ambassador for NYSUT to many groups and events within the labor, business, and social justice community.

The Regional Staff Director reports directly to the Director of Field and Affiliate Services for oversight and for regular coordination between regional and statewide initiatives, goals and support. In addition to the responsibilities listed below, the Regional Staff Director must be very cognizant and actively supportive of the practices, positions, and policies of NYSUT as they are adopted by the governing bodies and NYSUT Officers.

Responsibilities and Duties include, but are not limited to:

- Managing the relationship between NYSUT and all affiliated locals in the Region.
- Developing and maintaining staffing assignments of LRS staff and affiliated locals.
- Providing front-line support and guidance to both LRS staff and local leadership for higher-level issues.
- Ability to assess, identify and drive support for locals in a manner that considers Local characteristics, constituency dynamics and other unique dynamics.
- Be a resource to Regional staff for matters related to solution-based advocacy and problem solving including new unit organizing, collective bargaining, collective bargaining agreement enforcement, legal rights enforcement, and development non-legal solutions to complex issues.
- Support and promote NYSUT initiatives around internal organizing and capacity building.
- Facilitate and promote mobilization efforts for regional and statewide initiatives.
- Supervise staff performance and identify opportunities and needs for additional training and support.
- Develop and/or facilitate strategy for conducting large-scale regional advocacy.
- Interact on a regular basis with the Director of Field and Affiliate Services for providing updates on activities and to seek additional support and guidance around responsibilities and duties.
- Responsible for administration of facilities, equipment and staff and budgetary items pertaining to the Regional Office.
- Represent NYSUT at various forums of local, school district and community groups.
NYSUT Regional Staff Director – Tarrytown Regional Office

- Develop training programs for locals within the Region to ensure personal and professional growth, including organizing large-scale training conferences.
- Understand the departmental dynamics with NYSUT headquarters.
- Serve as conduit between field staff and the Office of General Counsel for determining when legal intervention is necessary.
- Interact with education and community organizations to enhance the role of public education.
- Provide operational assistance for other NYSUT functions such as legislative forums activities, member benefit programs, ED meetings, etc.
- Attend meetings and events outside of the area on a reasonable basis, most frequently to Headquarters in Latham, NY.
- Attendance at meetings on evening and weekends in the regional area is routinely expected.
- Utilize and promote the use of modern technology where appropriate for internal office operations and to assist in its adoption and development by staff and local affiliates.

Background and Experience:

- An Advanced Degree is preferred
- Extensive understanding of public sector education collective bargaining including the ability to understand complex budgets.
- Superior problem-solving skills.
- Possess strong leadership and motivational skills.
- Experience in leading employee teams is preferred.
- Outstanding written and verbal skills are mandatory.
- Ability to manage multiple tasks and adhere to deadlines, often simultaneously is essential.
- Knowledge of the American Labor movement and its objectives.
- Strong familiarity with modern technology including video/online meetings and webinars, word processing, spreadsheet, presentation development, web design, database management and social media is strongly preferred. Regular use of fundamentals of the foregoing is essential and required.

NYSUT- Who are we?
NYSUT is a statewide labor organization affiliated with more than 1,200 local unions, each representing its own members. NYSUT is affiliated with two national unions, the American Federation of Teachers (AFT) and the National Education Association (NEA). NYSUT represents more than 600,000 people who work in, or are retired from, New York's schools, colleges, and healthcare facilities, including teachers, teacher aides and assistants, college and university faculty and professional staff, school bus drivers, custodians, secretaries, cafeteria workers, nurses, and other healthcare professionals.

Why Should You Apply?
- Competitive salary and excellent benefits, including comprehensive medical and dental insurance plans, life and long-term disability plans, and retirement plans
- Generous PTO plan
- Work-life balance
- Collaborative and supportive work environment with a diverse group of experienced professionals
- Working within our highly respected organization provides the opportunity to make a meaningful difference in the lives of working people and provides the ability to be a proud part of the labor movement at the local, state, and national levels
Interested? How to Apply:
Interested applicants should submit a cover letter and resume to hr@nysut.org May 10, 2022

EOE

Studies show that women and members of some minority groups are more likely to underestimate their qualifications for a position. Therefore, if you are interested in this job, we encourage you to apply even if you are unsure of how your skills and experiences align with the job responsibilities. NYSUT is committed to diversity in our workplace and welcome the opportunity to consider all candidates.

NYSUT is committed to building a diverse and inclusive team. Women, people of color, and LGBTQ people are encouraged to apply

New York State United Teachers is a statewide labor organization affiliated with the American Federation of Teachers, NEA, AFL-CIO, Representing teachers and other professionals, school related professionals, higher education professionals, health care professionals and retirees.

www.nysut.org