March 7, 2022

INTERNAL/EXTERNAL POSTING

Job Title: UniServ Director, WEAC Region 3

Location: Green Bay, WI

Classification: Professional Staff, Category III

WEAC Region 3 is seeking applicants for the position of full-time UniServ Director. Minorities and females are encouraged to apply.

Background on the UniServ Unit

WEAC Region 3 represents more than 3,700 public school employees in northeast Wisconsin. The UniServ headquarters building is located in Green Bay, Wisconsin.

WEAC Region 3 is made up of 100+ locals (teacher and ESP), and currently employs three UniServ Professional Staff and two Associate Staff.

Job Duties

Assist member locals in matters of:

● Organizing
  o Membership recruitment, promotion and development
  o Contribute significantly to the development of the strategic campaign planning/message, incorporate campaign message into 1:1 communications; draft and design basic leaflets, newsletters and other communication methods
  o Conduct 1:1 organizing through home and work site visits to accurately assess and recruit supporters, leaders, and potential members
  o Develop and execute organizing plans with clear goals, strategies and benchmarks
  o Assist member locals in identifying and executing issue campaigns
  o Bargaining unit recertification

● Advocacy
  o Develop Professional rights and responsibilities committees in member locals
  o Provide counsel, advice, and representation to individuals in member locals
  o Represent individuals in job-related termination or nonrenewal conferences and unemployment compensation hearings
  o Assist members on plans of improvement.

● Leadership Development
  o Identify and develop new member leaders and activists
  o Planning and developing regional and local programs

● Other
  o Public relations
  o Political and legislative matters
  o Perform other duties as assigned by the President and/or WEAC Region 3 Board, consistent with the job description and professional expectations
  o Provide input on the regional budget
Qualifications

- Experience with the following types of employers is highly significant: labor unions, progressive issue advocacy organizations, community organizations, educational institutions, political campaigns and staff of elected officials
- Experience as an association leader in education (local, UniServ, state or national) or other public or private sector unions (preferred)
- Experience in grievance processing/rights arbitration including case presentation (preferred)
- Knowledge of school law, school finance, and educational issues (preferred)
- Excellent written and oral communication skills, including exhibiting and promoting open, honest, and direct communications
- Ability to practice and encourage teamwork, collaboration, and consensus decision-making
- Computer literacy, Microsoft Office/Google skills, virtual platforms
- Ability to promote and adhere to the policies adopted by the WEAC Region 3 Board and Representative Assembly
- Ability to maintain the confidentiality of individual member(s) concerns in a professional and confidential manner
- Willingness and ability to commit the time and energy necessary to meet the extensive demands of the job, including working long, irregular hours on evenings and occasional weekends
- Bachelor’s degree required (Master’s degree preferred)
- Valid driver’s license and ability to travel as necessary

Salary and Fringe Benefits: Competitive salary as negotiated between United Employers Association and the United Staff Union Professional Staff (Category 3). Collective Bargaining Agreement available upon request. Fringes include, but are not limited to, health, dental, life, vision and long-term disability insurance; liberal retirement package; vacation/sick/personal leave; training funds.

Deadline for Applications: A person interested in applying for this position should submit a letter of application detailing your experience in the areas of responsibility outlined above, resume, and the names of two references, no later than 5:00 p.m., Friday, April 1, 2022.

Beginning Date & Location of Employment: As soon as possible; WEAC Region 3 office, Green Bay, WI.

Submit Applications To:

WEAC Region 3
ATTN: Jackie Baumann
1136 N Military Ave
Green Bay, WI 54303

or
Region3@weac.org
(Reference: WEAC Region 3 UniServ Director)

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER