UNISERV DIRECTOR - CARIBOU, MAINE

APPLICATION DEADLINE: Close of Business – October 7, 2022

APPLICANT: Send cover letter, resume and 3 letters of reference to:
Rachelle Bristol, Executive Director
Maine Education Association,
35 Community Drive, Augusta, ME 04330
Or email rbristol@maineea.org

POSITION: UniServ Director, District 15, Caribou Office, K-12

Responsibilities:
▪ Works with local associations to provide organizational and leadership development training & support.
▪ Serves as an expert consultant to local associations during the collective bargaining process.
▪ Speaks to community groups on subjects related to the work, the philosophy, and the interests of MEA.
▪ Advocates for the interests of the MEA and local associations during mediation, fact-finding, and arbitration hearings, before Maine Labor Relations Board, and with other agencies as appropriate.
▪ Initiates and leads community organizing activities with local associations in support of collective bargaining goals, political/legislative goals, and other interests of the MEA.
▪ Initiates and leads an active and progressive program in public and community relations.
▪ Takes responsibility for activities in the event of a local or state association crisis.
▪ Assures that local associations are effectively represented in the processing of grievances.
▪ Promptly responds to requests for services within the area of assignment.
▪ Works collaboratively with other MEA and NEA staff to facilitate delivery of a full service program to local associations.
▪ Encourages active participation of local associations and members in the political and legislative activities of MEA/NEA.
▪ Implements all activities consistent with MEA/NEA policy in his/her area of assignment.

Qualifications:
▪ Strong commitment to the goals of the MEA/NEA.
▪ Experience as an effective writer and public speaker.
▪ Active involvement in a labor or progressive organization.
▪ Demonstrated skills and ability to effectively support and advocate for the rights of education employees at all levels.
▪ Demonstrated skills and ability to develop plans of action and execute such plans effectively.
▪ Experience with community and/or political organizing in support of a specific goal.
▪ Demonstrated ability to be flexible in working with and facilitating groups with diverse viewpoints.
▪ Experience facilitating groups and individuals in the initiation or management of change.
▪ Knowledge of issues currently confronting public education employees.
▪ Experience in collective bargaining.
▪ Organizational development experience.
▪ Evidence of creativity and initiative.
▪ Ability to handle multiple tasks simultaneously.
▪ Knowledge of adult training principles and techniques.
▪ Willingness and ability to travel and to work long hours, nights and weekends.
▪ Bachelor’s Degree in related field of study required. Master’s Degree preferred.
▪ Valid and current driver’s license required.

MEA is an Equal Opportunity, Affirmative Action Employer