

JOB POSTING

To Work at the BC Nurses' Union Office (**Burnaby, BC**)

Job Title: Labour Relations Officer
Regular Full-time

Posting #: 888-011-18

Bargaining Unit: USW 2009

Starting: September 2018

Position Overview

Responsible for the maintenance, enforcement and interpretation of collective agreement provisions for assigned bargaining unit(s) located throughout British Columbia; identifying issues of concern to BCNU members. Provides leadership and mentors stewards including sharing the organizing of campaigns with stewards and members around workplace and social issues which promote the economic, social welfare and occupational interests of the general membership in accordance with BCNU policies and objectives. The successful applicant may be assigned to duty to accommodate files, independent bargaining files and/or other areas.

Key Responsibilities

Responsible for the day-to-day maintenance, enforcement and interpretation of collective agreement provisions for assigned bargaining unit(s).

- Advises stewards on the interpretation of the collective agreement, past practice, labour legislation, union policies and procedures, and other issues, in a labour relations context.
- Initiates, presents and resolves issues or grievances.
- Presents the union's case at third party.
- Presents cases at arbitration and labour board hearings.
- Negotiates local agreements on matters such as shift schedules and scheduled daily working hours, mergers, and displacements.

Identifies and addresses issues of concern to BCNU members.

- Shares the organizing of campaigns with stewards and members around workplace and social issues which promote the economic, social welfare and occupational interests of the general membership in accordance with BCNU policies and objectives, particularly in relation to collective agreement issues.

- Develops skills, mentors and advises BCNU stewards and members on how to address their workplace concerns and determine what mix of campaigns and grievance/arbitration work will best address those issues.
- Participates in the development and delivery of education courses for BCNU members and stewards as required.

Assists the Coordinator in preparing for negotiating the Provincial Collective Agreement.

- May be required to assist in conducting ratification votes, strike votes, and certification votes.
- May be required to negotiate first contracts and renewal contracts for bargaining units outside the Provincial Collective Agreement.
- Provides support and information for bargaining.

May provide assistance to the Organizing department.

- Participates, as required, in the organization and certification of new members and groups.

Provides work direction to assigned administrative staff.

- Participates in the efficient and cooperative use of resources and personnel.

Performs other related duties as assigned.

Qualifications

The successful applicant must have:

1. Demonstrated understanding of and ability to utilize and implement the organizing model by working in an empowering manner with union members and stewards. Good group facilitation skills including flip-charting and analyzing discussions and ability to assess and develop campaign plans, ability to motivate members and stewards to take action on union issues. Ability to develop, mentor and assist stewards in identifying arguments for written presentations to hospital, community and regional boards and other bodies.
2. Extensive and progressive experience (3 - 5 years) as an active steward processing grievances at progressive stages and presenting grievances to management, facilitative group meetings, with demonstrated experience of organizing membership campaigns, and/or public rallies, and/or group grievances and/or media events. External applicants with equivalent experience may be considered.
3. College or university education in an approved Social Sciences, Industrial Relations program and/or Nursing or an equivalent combination of education and experience as described below. Completion of BCNU provided labour relations training programs preferred.
4. Demonstrated ability to interpret collective agreement language and argue a strong case for the redress of problems. Ability to explain contract issues to members in writing. Good knowledge of nurses' employment issues and the general environmental conditions of nursing. A thorough understanding of and commitment to trade union philosophy and public health care.

5. Demonstrated excellent verbal, written and interpersonal skills required which results in effective communication with Supervisors, Managers, Government and Union Officials, Counsel and Labour Relations personnel. Demonstrated ability to work well with members, elected officers, BCNU management and co-workers.
6. Ability to travel throughout the province on short notice. A valid driver's license is required.

Required Competencies

- Functional/Technical Skills
- Presentation Skills
- Teamwork
- Interpersonal Savvy
- Negotiating
- Problem Solving
- Conflict Management
- Decision Quality
- Political Savvy
- Member Focus
- Knowledgeable about Relevant Legislation (including Jurisprudence, Regulations, Acts, & Standards of Practice as appropriate for the role)
- Labour Management Relations
- Management of the Collective Agreement
- Collective Bargaining
- Enforcing the Collective Agreement
- Composure
- Listening
- Written Communication
- Approachability
- Compassion
- Timely Decision Making
- Informing
- Intellectual Horsepower
- Patience
- Priority Setting
- Time Management
- Creativity
- Managing Diversity
- Planning
- Strategic Agility
- Understanding Others

How to Apply

Please submit a cover letter and resume marked "Private & Confidential" to:

Mail to: Human Resources
BC Nurses' Union
4060 Regent Street
Burnaby, BC V5C 6P5

Fax: (604) 433-7945 or 1-888-284-2222
Email: hr@bcnu.org

Applicants who have submitted applications in the past twelve months may re-submit an application if skills and qualifications have changed. We thank all applicants for their interest, but only those shortlisted for the position will be contacted.