

8.8.2024 LISTSERV

JOBS

ON- SITE

Human Resources Partner
Cleveland Brothers- Harrisburg, PA

[Apply Here](#) And Send an Email to rvelardo@clevelandbrothers.com

Employee Management Associate (Multiple Openings)
Bank of China- NY, NY

[Apply Here](#)

[Apply Here](#)

Senior Associate, Human Resources
HelloFresh- Newark, NJ

[Apply Here](#)

Union Side Contract Negotiation and Enforcement
Directors Guild of America (DGA)- Los Angeles, CA
See attachment for more information

Manager of Labor Relations
NJ Transit- Newark, NJ

[Apply Here](#)

Benefit Quality Assurance Associate (Part Time/Temporary)
ExtensisHR- Woodbridge, NJ

[Apply Here](#)

Director of Executive Development & Organizational Culture
International Flavors & Fragrances- NJ

[Apply Here](#)

Generalist People Services
Neiman Marcus Group- Short Hills, NJ

[Apply Here](#)

Health and Safety Representative
National Nurses United- Los Angeles or San Francisco Area

[Apply Here](#)

Regional Labor Relations Specialist
Hackensack Meridian Health- Edison, NJ

[Apply Here](#)

HYBRID

Associate Director, Organizational Leadership
Rutgers University: Academic Affairs- New Brunswick, NJ

[Apply Here](#)

Senior Analyst, HR Analytics & Systems
Crum & Forster- Morristown, NJ
[Apply Here](#)

Human Resources Coordinator
Rutgers University Foundation- New Brunswick, NJ
[Apply Here](#)

Multiple Positions- Workforce Development Manager and Field Coordinator II
1199 SEIU Funds- NYC, NY
Field Coordinator II- [Apply Here](#)
Workforce Development Manager- [Apply Here](#)

People Operations Manager
Fanatics- NY, NY
[Apply Here](#)

National Coordinator/Program Manager (Remote)
Occupational Health Internship Program- USA
See attachment for more information

JOB DESCRIPTIONS

National Coordinator/Program Manager (Remote)
Occupational Health Internshio Program- USA

The AOEC is seeking a Program Manager to help lead a CDC/NIOSH-funded nationally recognized program designed to recruit diverse students into the occupational health professions. The Program Manager will coordinate the ongoing operations of OHIP in conjunction with the leadership team, faculty mentors and site coordinators in 8 to 12 cities each summer. In conjunction with the OHIP Leadership Team, the Program Manager will:

1. Coordinate leadership meetings to evaluate program progress, make improvements, address challenges, and discuss funding and future projects;
2. Identify sites and build ongoing relationships for field placements and coordinate regular meetings with faculty mentors and Site Coordinators; facilitate cross collaboration between sites; and gather feedback for program improvement;
3. Organize, facilitate and administer in-person the national three-day OHIP orientation held in California in June each year;
4. Organize, develop the agenda, for and moderate the annual national OHIP web conference held in August each year;
5. Identify fundraising leads and support OHIP fundraising needs;
6. Update content on the OHIP website and post OHIP related details on social media platforms.
7. Communicate and coordinate with the regional OHIP leadership team and OHIP Advisory Board and regional and national staff to implement evaluation plans.
8. Build relationships with OHIP Alumni: Provide ongoing guidance, mentorship and opportunities, share job postings and program updates and identify possibilities to grow new OHIP projects with and through alumni;
9. Plan, administer and manage a national alumni survey every three years and conduct program evaluation with all partners; and
10. Coordinate with public health and labor organizations and the Association of Occupational and Environmental Clinics (AOEC) to award scholarships for OHIP interns to attend and present their projects at annual meetings.

Qualifications:

*Minimum 3-years' experience with student leadership and training in Occupational Safety and Health or a related public health field

* Master's degree in a safety and health or related professional experience & training

- *Excellent written and verbal communications skills required
- *An understanding of the structure and functioning of unions and worker organizations
- *Excellent problem-solving skills and ability to analyze, identify and direct resolution of technical, administrative and process issues
- *Ability to coordinate nationwide project portfolio and update and involve advisors and other stakeholders

Location: fully remote position (w/ the exception of travel to Lead OHIP Orientation and American Public Health Association sessions)

Pay: Range \$32,500 to \$47,500 per year at 50% time (\$65,000 to \$95,000 full-time-equivalent), based on training and experience.

Benefits:

Paid Sick and Vacation Leave (pro-rated based on hours per week worked)

Health Insurance

403 (b) Package

The Association of Occupational and Environmental Clinics (AOEC), an equal opportunity/affirmative action employer, complies with all applicable federal and state laws and regulations regarding nondiscrimination and affirmative action; all qualified applicants will receive consideration for employment. AOEC is committed to a policy of equal opportunity for all persons and does not discriminate based on race, color, religion, sex, gender identity, national origin, or physical disability.

To apply for this position please submit your CV and Cover Letter to: jgittleman@aoec.org no later than August 12, 2024

ASSOCIATE GENERAL COUNSEL

Illinois Education Association-NEA- Chicago, Illinois

The Illinois Education Association-NEA (IEA-NEA) is currently seeking qualified, experienced applicants (two to three years of legal or equivalent labor relations) experience, with excellent interpersonal skills and a passion for supporting education employees through an organizing union, for the position of **Associate General Counsel**.

UNION OVERVIEW

The IEA-NEA is a union of more than 135,000 members composed of Illinois elementary and secondary teachers, higher education faculty and staff, educational support professionals, retired educators and college students preparing to become teachers. Founded in 1853 to serve the interest of public education in Illinois, the IEA became an affiliate of the National Education Association in 1857, an organization currently totaling 3.2 million teachers and school employees working to make our good public schools even better for all students. The IEA-NEA mission is to effect excellence and equity in public education and to be THE advocacy organization for all public education employees.

JOB DESCRIPTION

With direct responsibility to the Deputy General Counsel, the General Counsel and Executive Director, the Associate General Counsel performs a variety of tasks, from providing advice & counsel to UniServ Directors, to monitoring, analyzing and arguing cases before administrative agencies and courts to achieve IEA -NEA goals and objectives. The successful candidate will possess a record of substantive skills in labor, education and/or employment experience, high interpersonal skills, a passion for working with union or not for profit sectors, and an openness to coaching for continuous learning and self-development. The position does not require Illinois residency and can be partially performed remotely. However, employees are required to own a

vehicle and travel to attend frequent local/regional/state staff, department and member related meetings in the assigned representation areas of Chicago, Elgin and Rockford.

PRIMARY RESPONSIBILITIES

1. Provides UniServ Directors (UD's) and other IEA-NEA professional staff with resources, consultation and (where necessary) assists and/or participates in arbitration cases, including oral presentation of the case before an arbitrator, preparation of the Association briefs and/or evidentiary record.
2. Assists UD's and other IEA-NEA professional staff in examining fact situations to determine whether applicable labor and/or employment laws, rules and regulations and/or members'/fair share fee payers'/Associations' rights have been violated, including supervising the receipt, gathering and/or organization of evidence and/or witnesses by non-attorney IEA-NEA staff in litigation matters.
3. Advises, monitors, argues and/or defends cases regarding various matters, including discrimination, dismissal, contract nonrenewal, reductions in force & evaluation, members'/fair share fee payers'/Associations' employment-related rights before school boards, courts, and administrative agencies.
4. Engages in all IELRB Case Handling Activities, including Unfair Labor Practices, Impasses and Strikes, and Representation Elections.
5. Initiates, plans and/or conducts training programs for members, leaders and/or staff, and provides input to the General Counsel for such training.
6. Makes recommendations to the General Counsel for the development of the department budget.
7. Supervises associate staff, i.e., initial employment recommendation, evaluation and remediation.

MINIMUM QUALIFICATIONS

License to practice law in the State of Illinois, or ability to obtain license as soon as possible.

- 2-3 years legal or equivalent labor relations experience.
- High degree of interpersonal skills (for interactions with staff, members, and the general public).
- Working knowledge of personal computers.
- Valid driver's license.

ADDITIONAL DESIRABLE QUALIFICATIONS

Previous experience in preparing and presenting cases before courts, labor boards, other administrative agencies, and grievance arbitrators.

- Knowledge of NLRA, the Illinois School Code and the Illinois Educational Labor Relations Act and decisions interpreting them preferred, although working knowledge of other public employment relations acts and other school codes.
- Working knowledge of school systems.
- Previous experience in training non-lawyers on legal issues.
- Previous experience in client counseling.

Salary and Benefits

IEA-NEA offers a generous compensation package in conformance with the IEA-NEA/IEASO Professional Staff Contract.

Application

To be considered for this position, please provide the following:

- A current resume reflecting qualifications for this position, including **months and years** of employment, and **reasons for separation** from each position.
- A Letter of Application, which specifically addresses how accomplishments in your career have prepared you to meet the essential functions and requirements, presented in this position.

All application materials must be sent electronically to IEA-NEA Search Consultant:

Unionsearch.org, Margolies, Potterton & Associates
Debra Osofsky, Unionsearch Associate: debraosofsky@gmail.com

You may also email Debra Osofsky for confidential inquiries, questions (including salary information), or to schedule a call.

INITIAL APPLICATION DEADLINE: Monday, August 12, 2024 at 5:00 pm (CDT.) Position open until filled.

IEA IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER AND ENCOURAGES WOMEN, MINORITIES, AND PERSONS WITH DISABILITIES TO APPLY.

For more information about IEA-NEA please visit: ieanea.org