

Employment Opportunity – Union of Northern Workers

UNION OF NORTHERN WORKERS (UNW)

1 Service Officer (Term)

The UNW is a membership driven Union comprised of approximately 4,500 members throughout the Northwest Territories, made up of public servants and various private employee groups. As the North's largest Union, the UNW prides itself in its unique and diverse membership. As a component of the Public Service Alliance of Canada, the UNW enjoys the advantage of both regional and national representation in Canada.

Location: Yellowknife Head Office, NT

Term: 12 Month Term

Duties: Reporting to the Director of Membership Services the incumbent provides representation for members in an assigned area by answering requests for general information and advice, representing members at competition and/or job evaluation appeal hearings, researching, investigating and processing grievances, including attending grievance hearings with employers, researching precedents, interviewing potential witnesses, and preparing and presenting case summaries for referral to arbitration; assists bargaining units with formulating proposals for bargaining; researches, analyses, and evaluates information on benefits and working conditions for use in the negotiation and union/management consultation processes.

Qualifications: A degree in Industrial Relations or Human Resources with an emphasis on Labour Relations or a minimum of three to five years experience in a similar position. Equivalencies may be considered. Mature judgment with a strong background of experience in advocacy, leadership, research, and negotiations; ability to deal diplomatically and persuasively with Employers and Employees; willingness to work irregular hours and travel throughout the Northwest Territories; requires computer skills (Microsoft Office, Corel, email, databases and spreadsheets). *A criminal records check may be required.*

Salary Range as of April 1, 2007: \$82,707 to 93,347

Interested persons may submit their resume of qualifications and experience in Confidence to Roxanna Baisi, Director of Membership Service, Union of Northern Workers. Suite 200, 5112 52nd Street, Yellowknife, NT X1A 1T6, or by FAX: (867) 920-4448.

Deadline: July 18, 2007 by 5:00 p.m.

Please Note: Only candidates selected for an interview will be contacted.