

SEIU LOCAL 73

POSITION DESCRIPTION

Field Organizer – Member Representation

SEIU Local 73 seeks to hire one or more Field Organizers. The position/s will initially be assigned to our Member Action Center, fielding inquiries from members who call in to the union for advice and representation, enforcing our collective bargaining agreements, and representing union members at hearings and throughout the contractually negotiated grievance procedures contained in our collective bargaining agreements.

DUTIES

- Answers members' questions, represents members at disciplinary proceedings, and initiates and pursues grievances, advancing through appropriate steps in accordance with relevant contract provisions to ensure collective bargaining agreement compliance.
- Holds positive relationships with labor management representatives.
- Participates, individually and as a team with other staff, under direction, to set goals, create plans to meet those goals and ensure accountability to those plans.
- Engages Executive Board members and worksite leaders in the application of the Local's goals.
- Participates in Local-wide mobilization efforts, new member events, unit meetings, leadership conferences and other multi-team activities.
- Provides effective feedback that assists the further development of Local strategy and implementation.
- Maintains complete, accurate and well-organized files and official records for inclusion in the membership database, master file, grievance and collective bargaining files.
- Provides other staff with updates of events and information that members and worksite leaders need.
- May be reassigned to other field organizing duties, worksite leader recruitment, internal membership recruitment, participating in contract campaigns that achieve positive results for the membership and involve large numbers of members, and worksite issue problem resolution.
- Other duties as assigned and directed.

MINIMUM QUALIFICATIONS

- 1+ years or more of advocacy and/or organizing work.
- College degree or equivalent life experience.
- Current valid driver's license, working automobile and valid auto insurance, cell phone.
- Basic computer skills, with experience in organizing database systems preferred.
- Personal commitment to the mission and goals of SEIU Local 73.
- Excellent oral and written communication skills.

Salary for the position begins at \$48,960 and includes a \$550 per month car allowance, paid holidays and vacations, fully paid health benefits, and a defined benefit pension plan fully paid by the employer.

BACKGROUND

With nearly 30,000 members (and growing), SEIU Local 73 has a proud history of raising standards for workers and their families. The Local represents service, technical and professional workers primarily in the public sector in Illinois and Indiana who are employed in state government, local government, school districts, publicly funded social service agencies and colleges and universities.

Local 73 is committed to bettering the lives of working people through organizing workers to create a powerful voice on their job to win fair wages, meaningful benefits, a sustainable retirement and job protection.

SEIU Local 73 is affiliated with the Service Employees International Union (SEIU) with 2 million members in the US, Canada and Puerto Rico. Local 73 is united with those 2 million members in a shared belief in the dignity of workers and the value of their work and in a commitment to a more just and humane society.

Interested applicants should send a cover letter and resume to the Hiring Committee at careers@seiu73.org

Interviews will begin the week of June 7, 2021 and continue until the position is filled.