

## **Employment opportunity: Representative (Multiple openings)**



Are you a skilled advocate interested in working for a progressive health care union with a large and diverse membership, and a broad social justice mandate?

The Hospital Employees' Union is looking for experienced labour relations professionals to fill the position of **Representative** at its provincial office in Burnaby, British Columbia.

Reporting to the Director of Membership Services, the Representative will perform complex labour relations work and will usually be assigned to provide membership services to a designated group of health care Locals.

The work involves assisting Local officers and stewards with collective agreement administration and enforcement, negotiating settlements to grievances, preparing and presenting arbitration cases or acting as a Union nominee, attending regular and special Local membership meetings, and making representations on behalf of members to various agencies and employers.

Under the general direction of HEU leadership, the Representative may also be assigned to negotiate essential services levels, administer and coordinate strike activities. Representatives may also present educational seminars to Union members on topics such as unionism, membership rights, labour legislation, and contract interpretation.

### **Knowledge, Skills and Abilities**

- Demonstrated commitment to equity and inclusion.
- At least five (5) years as a full-time Union representative with experience in administering collective agreements, attending labour-management meetings, and acting as a third party advocate in the preparation and presentation of arbitrations and Labour Relations Boards cases and applications, OR
  - A degree in Labour Economics, Labour Relations, Human Resources, Law, and at least three years of third party advocacy experience, OR
  - An equivalent combination of education, training and experience.
- A strong commitment to the labour movement and the goals of HEU, and an understanding of issues affecting the health care sector.
- Considerable knowledge of and experience with legislation that affects workplaces and HEU members.
- Considerable knowledge of labour relations, collective bargaining and established grievance practices and procedures as applied to the representation of employee group interests.

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- Ability to communicate effectively, tactfully, and persuasively, both verbally and in writing.
- Ability to organize, conduct and address large meetings, and to conduct strike vote and contract ratification meetings.
- Strong interpersonal skills and ability to work effectively with other people and organizations in situations involving conflict.
- Effective organizational and time management skills.
- Ability to work independently and as a member of a team.
- Ability to work to deadline and under pressure, maintain detailed records, and able to manage competing priorities and demands.
- Proficient in Word, Outlook and electronic platforms such as Zoom.
- Proficiency in Excel is preferred.
- Ability to travel throughout BC, including overnight travel and occasional evening and weekend work.
- A valid driver's license and access to a vehicle for work.

This is a unionized position and salary and benefits are set out in a collective agreement.

### **About HEU**

Since 1944, the Hospital Employees' Union has advocated for better working and caring conditions, defended public health care, and stood against privatization. We have a long history as a strong, democratic, progressive, socially conscious union committed to social justice and advancing labour and human rights on a local and global level. We identify and challenge historical and systemic inequities and hear, respect, serve, empower and advocate for each and every member. Together we fight for fairness, solidarity, equity, inclusion and understanding, knowing that our members' economic security depends on our success.

HEU is an equal opportunity employer. We are committed to being a workplace that is free of discrimination, values diversity, and is representative of the communities we serve. We encourage applications from qualified people of all equity seeking groups, including Indigenous persons, Black persons, racialized persons, persons with disabilities, all gender expressions and identities, and sexual orientations.

### **Interested in working with us? Here is how to apply.**

Please note that we have multiple positions open now and anticipate more opportunities in the near future. Please send your resume and covering letter to: [Jobapplication@heu.org](mailto:Jobapplication@heu.org) (subject line: Representative Your Name).

Please note that due to the anticipated volume of applications, we will only be responding to applicants selected for an interview.