

## **Colorado UniServ Director Vacancy**

### PIKES PEAK EDUCATION ASSOCIATION

The Pikes Peak Education Association is seeking a qualified candidate for the position of full-time UniServ Director. This is a grant funded position.

**Date of Posting:** October 12, 2018

**Closing Date:** Applications must arrive in the Pikes Peak Education Association office by Monday, October 29, 2018. Interviews for final candidates are scheduled to be held the week of November 5, 2018 with employment to begin December 1, 2018.

#### **Responsibilities:**

This position will focus on building Association presence and power. Consequently, the successful candidate must have excellent interpersonal skills. Particular requirements of the position include demonstrated ability to cultivate and work with members and leaders, identify and develop new leaders, and to organize within locals to increase and retain membership. Other responsibilities include providing training, support, and intervention to locals; and handling employee rights, political action, and bargaining. This position will also require involvement in the management of NEA grants and programs.

#### **Unit Description:**

The Pikes Peak Education Association office is located in Colorado Springs, Colorado, a community of approximately 750,000 and is an extension of the Front Range Metro Area, south of Denver. This local option UniServ unit encompasses the Pikes Peak region. It includes the counties of El Paso (excluding School District #11), Teller, and Fremont. The office staff includes two UniServ Directors and two Administrative Assistants.

The variety of locals represented challenges a wide range of the UniServ Director's programmatic and organizing skills. The unit consists of 21 diverse locals, including ESP and teachers, one state deaf and blind school, and one community college. The current membership is approximately 1,421 and the potential for membership is approximately 10,500.

The position involves considerable travel time, evenings and some weekend work.

#### **Requirements:**

1. Bachelor's Degree
2. Communication Skills
3. Valid Driver's License and Vehicle

### Critical Attributes and Qualities Preferred:

- Education background: knowledgeable about employees in school setting
- Bargaining and negotiating skills
- Membership and organizing background
- Leadership development experience
- Knowledgeable about employee rights
- Organized; good time management
- Ability to prioritize and manage workload independently
- Familiar with local area and its challenges
- Strong relationship building skills
- Ability to work in a team environment and collaborate with other staff and Unit leadership
- Strong community organizing skills
- Ability to articulate and support union values and history
- Grant management experience

### Supervisory Authority:

The director will be under the direct supervision of the Unit Chairperson and the Board of Directors. The current UniServ Director and the Associate Staff will provide support.

### Salary and Fringe Benefits:

Contingent upon placement on the negotiated salary schedule between the Unit and the Union (range beginning at \$62,582.58). Benefits defined in the Master Agreement include a health insurance stipend, retirement contribution, car allowance, and expense reimbursement.

### Application Procedure:

A letter of application, resume, and a list of professional references should be sent to:

The PPEA UniServ Director Hiring Committee

ATTN: Phyllis Robinette

[probinette@coloradoea.org](mailto:probinette@coloradoea.org)

*The Pikes Peak Education Association is an Equal Opportunity Employer. Ethnic minorities and women are encouraged to apply.*