



## **Organizer – Higher Education (temporary position)**

Maryland State Education Association (MSEA) is the Maryland affiliate of the National Education Association (NEA). MSEA is a union and professional association headquartered in Annapolis, Maryland representing 75,000 educators and school employees working in Maryland’s public schools. MSEA is dedicated to improving the teaching and learning experience; negotiating professional compensation and advocating for increased education funding and working conditions for public school employees; promoting academic achievement for all students; and protecting labor, civil and human rights for all.

### **JOB SUMMARY:**

This position will be part of a team of organizers charged with organizing full-time faculty community colleges consistent with the legislation enacted in the Maryland 2021 legislative session. This position will work with organizing plans, utilize sound external organizing tactics, provide reports to the Organizing Team, and work to obtain cards to call for an election. The position requires skills in the following areas: ability to create strong interpersonal relationships, data collection and utilization, project management, and familiarity with software designed for organizing campaigns. This position will report on a regular basis to the Lead Organizer and the MSEA Assistant Executive Director for the Center for Organizing and Advocacy.

### **RESPONSIBILITIES:**

1. Follows organizing plans for the acquisition of community colleges in Maryland.
2. Conducts direct organizing with potential members to obtain cards and membership forms.
3. After a new local is organized assist with transitional activities as requested.
4. Provides accurate, relevant, and timely information and updates to the Organizing Team.
5. Operates within the confines of the organizing budget.
6. Attends meetings and responsibly participates in the agenda to constructive conclusions.
7. Produces and delivers communications (verbal and written) on Association benefits and services.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

- Knowledge of organizing laws, regulations, precedents, protocols, and procedures and advanced principles, methods, and practices of labor relations administration and associated proceedings.



- Knowledge of the general laws and standards that universally apply to organizing activities and ethics.
- Knowledge of the values, goals, and mission of MSEA, tenets of unionism, and the current core issues that resonate within the community college arena.
- Knowledge of relevant bargaining, labor, and fair labor standards laws.
- Knowledge of union contract structures, the labor movement, and common union issues in collective bargaining and finalizing agreements.
- Possession of analytical, problem-solving, diagnostic, and responsiveness skills.
- Mastery of verbal (both in dialogue and group presentation) and professionally written communications skills.
- Skills that have been well developed in effective listening, advocacy, time management, eliciting information, persuasion, and influencing.
- Skill in recognizing those who have potential to be union leaders, and in mobilizing and rallying key players in targeted groups.
- Skill in effective organization of work and independently handling multiple priorities over the same time-period.
- Skill in handling interpersonal disputes and minimizing the effects of conflict on future interactions and job effectiveness.
- Ability to support and defend a cause, particularly in the face of pressure, stress, and adversity.
- Ability to promote and deliver programs to raise awareness of Association functions and services.
- Ability to strategize, develop, and implement regional organizing campaigns.
- Ability to oversee the administration of election proceedings.
- Ability to assess conditions quickly amid confrontation and organize and integrate diverse information in a meaningful fashion to prescriptively sequence and path future events.
- Ability to work cohesively and productively in a team-oriented environment.
- Ability to assess interpersonal dynamics, bases of influence, undisclosed agenda, and motives of key players, spokespersons, or opponent advocates in group meetings by reacting responsibly, quickly, and decisively to the issues put forth or the observed challenges.
- Ability to establish, foster, and maintain effective working relationships within and outside MSEA and consult effectively with staff.



- Ability and willingness to work long and arduous hours at locations throughout the state.
- Possession of attributes reflective of a leader supporting the values, goals, and mission of MSEA, which includes the tenets of unionism, quality education, and appropriate compensation, professional development, and working conditions.

**EDUCATION, EXPERIENCE, AND SPECIAL REQUIREMENTS:**

A Bachelor’s Degree in Labor Relations or a related field and three years of progressively responsible professional experience is required. Advanced degree in a related field is preferred. Extensive experience in organizing is necessary.

Has a valid US driver’s license that complies with the state of Maryland.

**Compensation**

Salary:	\$75,000
Date of Employment:	As soon as possible
Length of assignment:	Temporary position – one year, renewable terms
Submission deadline:	Open until filled
Email address:	<a href="mailto:careers@mseanea.org">careers@mseanea.org</a>

Interested applicants should submit a resume, cover letter and employment application to the MSEA Careers website. Applications can be found on the [marylandeducators.org](http://marylandeducators.org) website. All applications must be typed.

***MSEA is an EQUAL OPPORTUNITY EMPLOYER.***

MSEA is committed to the principle of equal employment opportunity for all employees with a work environment free of discrimination and harassment. All employment decisions at MSEA are based on business needs, job requirements, and individual qualifications without regard to race, color, religion or belief, national origin, sex, age, sexual orientation, gender identity, marital status, or disability.