



New York State Law Enforcement Officers Union, Council 82

AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO

HOLLIS V. CHASE BUILDING

63 COLVIN AVENUE, ALBANY, NY 12206

(518) 489-8424 (518) 435-1523 FAX

www.council82.org • c82@council82.org

JOB POSTING

COUNCIL 82 STAFF REPRESENTATIVE

(Central New York Administrative Region)

DUTIES AND RESPONSIBILITIES

Typical duties and responsibilities of a Council 82 staff representative include, but are not limited to, the following:

- Working with Local stewards and officers to investigate, process, and resolve grievances at the agency level. Preparing and presenting well-supported recommendations to the Council 82 legal department regarding grievances which have not been resolved at the agency level.
- Assisting the Council 82 legal department in researching, preparing, and presenting grievances, including relevant exhibits and witnesses, prepping witnesses, and preparing for the cross examination of management witnesses, etc.
- Reviewing and analyzing proposed legislation, budgets, and management reports impacting upon terms and conditions of employment for Council 82 members, and making reports and recommendations to Council 82's management team.
- Conducting Council 82's basic steward training program and work closely with the Locals to ensure that stewards, officers, and rank and file members receive necessary training and development.
- Negotiating settlements, letters of agreement, and memorandums of understanding, when appropriate, in employee disciplinary and grievance matters.
- Serving as chief contract negotiator for Locals, arranging team training, preparing proposals with team participation, conducting negotiations, mediation, and other dispute resolution steps if necessary, and developing tentative contract communication and ratification plans when appropriate.
- Guiding Local leaders and stewards in building the strength of each Local and Council 82 by planning and implementing programs to increase rank and file involvement in actions and decisions that affect them, such as contract negotiations, budget-related and other legislative strategies and actions, workplace problems, recruiting, and involving new members.
- Attending Local meetings to report on activities, policies, and positions of the union, respond effectively and accurately to questions from the membership, and provide advice and guidance to the membership regarding issues or problems facing the workplace, union, and/or agency.
- Strengthening union participation and increasing our membership through internal organizing campaigns by working with elected leadership to develop strategies for increased visibility of the union in the workplace and community, and building coalitions with other organizations that our members are affiliated with.

- Influencing members to mobilize and take action (e.g., phone banks, rallies, petition drives, people membership drives, voter registration, etc.) in support of the union's political agenda by informing and educating them about issues that impact them as workers.
- Broadening the scope of representation and increasing our union membership through external organizing campaigns, conducting assessments, implementing campaign start-ups by making one-on-one contact with potential members/activists as well as committee development, communicating campaign messages, developing literature, and other duties necessary for a successful campaign.
- Serving as each assigned Local's lead liaison with regard to legislative or budgetary matters and political agendas.
- Serving as a key liaison at Council 82 trainings and conventions, providing overall planning, strategy development, and coordination of activities for locals and issues associated with that said trainings and conventions.
- Composing letters, reports, briefs, newsletters, leaflets, and similar written material for internal and external dissemination. Chairing committees, meetings, and presentations.
- Responding promptly and accurately to telephone or written inquiries from members.
- Balancing numerous work priorities stemming from assignments containing various diverse Locals/workplaces/agencies, etc.

ORGANIZATIONAL RELATIONSHIP

- The staff representative receives direct supervision from the Council 82 Staff Director, and works with Council 82's management team (comprised of the Staff Director, Business Administrator, and General Counsel) and Council 82's Executive Committee and Executive Board.

QUALIFICATIONS

Must be a current, former, or retired public sector labor union member, preferably Council 82, AFSCME, or other AFL-CIO affiliate, with a primary/principal residence within 90 miles of Utica, New York.

The successful applicant will have most if not all of the following education, experience, and skills to effectively advocate for members, negotiate contracts, and navigate the complexities of labor relations:

1. Experience negotiating contracts, handling contract grievances and disciplines, mediating disputes, and serving on labor management or health & safety committees.
2. College course work in labor relations or industrial relations, public administration, criminal justice, human resources, or communications related majors and/or specialized certifications demonstrating expertise in corrections, law-enforcement, E-911 operations, labor relations, or conflict resolution.
3. Experience organizing for unions or community organizing.

4. A good understanding of the public sector and private sector employee collective bargaining law and labor union strategy and tactics.
5. Knowledge of current trends in health care and insurance issues.
6. Knowledge of current trends in pension-related issues.
7. Knowledge of human resources and employment law issues.
8. Ability to organize and plan work in order to meet deadlines and commitments while handling numerous concurrent matters, to analyze and resolve complex problems, to research and interpret contracts and other legal documents, to develop and present training materials in a classroom environment, to research, prepare, and present grievance cases, and to work under stressful circumstances with little direct supervision.
9. Ability to work as a member of a team and to direct a team toward a goal or deadline.
10. Strong leadership skills and the ability to direct and oversee others, particularly leaders and members in a volunteer organization.
11. Strong written and verbal communications skills, including familiarity with labor relations vocabulary, logic, and persuasion tactics.
12. Computer skills to include experience with Microsoft Word and Outlook programs as well as familiarity with database and spreadsheet programs.

While this position is based in Council 82's Central New York administrative region, this staff representative must be able to travel extensively throughout the State of New York as necessary and to work long, irregular, and unusual hours, including overnights, weekends, and holidays. Must have a valid driver's license, a reliable vehicle, and be insurable.

TO APPLY

Send Cover Letter and Resume to the Council 82 Staff Representative Hiring Committee (Attention: Ennio Corsi, Council 82 General Counsel), by mail at 63 Colvin Avenue, Albany, New York 12206 or by email at ennio.corsi@council82.org **no later than the close of business on Wednesday, June 25th, 2025.** Interviews of qualified applicants will be conducted in July, 2025, with a goal of on-boarding the new Staff Representative in September, 2025.