



ORGANIZER/ASSISTANT BUSINESS REP JOB POSTING

Prairie Arctic Regional Council is looking for an Organizer to join their team. Position based out of office in Winnipeg, MB. This individual must be driven, hardworking and a self-starter. Must be willing to travel on a regular basis. Transportation provided.

Mandatory Job Requirements

Journey person level
Ability to travel to the USA

Main Duties:

Track upcoming projects within region	Identifies, documents and files cases with Labour Relations Board
Provide organizing education to membership	Assist with recruitment of potential members
Educate workers regarding the UBC's mission and benefits	Develop political relationships within region
Conduct job site visits	Collect market data
Facilitate worker meetings	Submit written reports to PARC of all organizing drives/activities
Promotion of UBC to non-members	Build relationships with current contractors
Liaison to membership working onsite	Develop relationship with potential contractors
Communication link between UBC and non-union workforce	Other duties as assigned

Assist business representative with the following duties (as requested):

Dispatch as per council guidelines	Process grievance disputes with employees
Attend pre-job/site visit meetings with contractors	Handle jurisdictional disputes with other trades
Educate and enforce council trade jurisdiction	Monitor signatory contractors for compliance
Develop relationships with owners, contractors, construction contacts in local area	Process case before arbitrator
Become involved with political engagement	File charges with labour relations board
Select, train and develop stewards	Build partnerships with employers
Other duties as assigned	

Preference given to individuals who are members of the United Brotherhood of Carpenters and Joiners of America.
Preference given to individuals with supervisory experience.

To apply, please submit an approx. 500-word statement indicating why you are interested in this position, along with your current resume via email to Dana Chaben - dchaben@myparc.ca.

We thank all applicants for their interest, but only those considered for an interview will be contacted.