



Alpine UniServ
557 W. Center Street
Pl. Grove, Utah 84062
(801) 224-2055
Fax (801) 224-6137

Vacancy Announcement – UniServ Organizing Specialist
Date or Posting: September 7, 2021 - Open until filled

Job Description

The UniServ Director is responsible to the Alpine UniServ Board and is under the immediate direction of the Alpine Education Association President and Executive Director. He/she serves as an advocate and consultant to the Alpine Education Association and individual members. The Specialist must be knowledgeable about education issues and serve as a link for UEA and NEA programs.

Background Description Alpine Education Association (AEA)

- Serving Educators in Utah's Largest District.
- Large local teachers' association in Utah, located in Pleasant Grove, Utah
- A local option affiliate of the Utah Education Association (UEA) and the National Education Association (NEA)
- Over 1,900 members with a potential of 3,700+
- AEA recognizes that membership recruitment and retention are critical

Preferred Experience

- Education – Bachelor's degree minimum and/or equivalent work experience
- Technology – Computer Skills a must, Microsoft 365, Google Platforms, & NEA 360
- Strong personal characteristics such as the ability to prioritize and manage workload; self-directed in task completion; enthusiastic and willing to work some evenings and weekends
- Classroom teaching experience
- Professional commitment to advocating for diversity and inclusiveness
- Exceptional blend of knowledge and experiences in planning and organizing; has a commitment to organized labor, public education, and social and racial justice

Expected Skills

- Support activities that promote membership recruitment and retention, engagement, and growth
- Highly collaborative and team oriented, organized, self-motivated, and innovative
- Excellent communication skills, both written and verbal; be able to build strong relationships
- Willing to be involved in Political Action Committee events

- Attend UEA, AEA and UniServ Meetings and events
- Able to lift and carry 25 pounds

Compensation

Salary based on qualifications and experience. Includes a single health insurance package, retirement benefits, and vacation and sick leave.

Application

Send a letter of interest, application, a resume detailing essential qualification, and three confidential letters of recommendation to:

Mike Gowans
Alpine UniServ
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Pleasant Grove, UT 84062
mgowans@alpinedistrict.org

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