



**UNION OF NORTHERN WORKERS (UNW)
1 Adjudication Officer – Indeterminate – Yellowknife Office**

The UNW is a membership driven Union comprised of approximately 6,000 members throughout the Northwest Territories, made up of public servants and various private employee groups. As the North's largest Union, the UNW prides itself in its unique and diverse membership. As a component of the Public Service Alliance of Canada, the UNW enjoys the advantage of both regional and national representation in Canada.

Location: Yellowknife

Term: Indeterminate - Yellowknife

Duties: Reporting to the Director of Membership Services the incumbent provides representation for members in an assigned area by answering requests for general information and advice, researching, investigating and processing grievances, including attending grievance hearings with employers, researching precedents, interviewing potential witnesses, and preparing and presenting case summaries for referral to arbitration; representing members at Layoff Dispute Appeals and/or Job Evaluation Appeal hearings, researches, analyses, and evaluates information on benefits and working conditions for use in the negotiation and union/management consultation processes. Representing the UNW at Union/Management meetings, representing members at arbitration, preparing files for arbitration, preparing Legal memos to file for grievances, etc

Qualifications: A Law Degree from College or University (no requirement to be called to the bar) with 3 years labour relations experience; or 10 years related experience and/or training in the field of labour relations including negotiations, grievances, mediation, arbitrations and alternate dispute resolution forums; or equivalent combination of education and experience. Mature judgment with a strong background of experience in advocacy, leadership, research, and negotiations; ability to deal diplomatically and persuasively with Employers and Employees; willingness to work irregular hours and travel throughout the Northwest Territories; requires computer skills (Microsoft Office, email, databases and spreadsheets). *A criminal records check may be required.*

Salary Range as of April 1, 2021: \$112,547.92 - 127,027.36

Interested persons may submit their resume of qualifications and experience in Confidence to Anne Marie Thistle, Director of Membership Service, Union of Northern Workers. Suite 400 4910 53rd Street, Yellowknife, NT X1A 1V2, or by FAX: (867) 920-4448 or by EMAIL: thistla@unw.ca.

Deadline: September 16, 2022 by 5:00 p.m.

Please Note: Only candidates selected for an interview will be contacted.