



ACADEMIC STAFF LABOUR RELATIONS SPECIALIST

Employment Opportunity #005-23.24

Closing Date: July 7, 2023 at 4:00PM

PEOPLE & CULTURE

People & Culture is comprised of professional human resources, employee relations, and administrative employees. We provide services for employment, salary administration, employment equity, benefits and pension, staff relations for support and academic staff, leadership development, job evaluation, analysis and reports, and policy development. UNB negotiates collective agreements with four unions – AUNBT, Unifor, CUPE and PSAC – that represent employees in eight separate groups.

WHAT WE OFFER

Full-time | Continuing | Bi-Campus | Hybrid

UNB is committed to ensuring employees can maintain a healthy work-life balance. As such, we are proud to support a hybrid work approach, which includes flexible hours and work-from-home options.

Standard Work Hours:

Mon - Fri | 7:45 am - 4:00 pm | 36.25 hours per week

Additional Working Conditions:

- Inter-campus travel is required, as this position will assist with labour relations on both campuses (Fredericton/Saint John).

Salary will be commensurate with qualifications & experience.

YOUR FOCUS

Reporting to the Associate Vice-President, People & Culture, the primary role of a Labour Relations Specialist is to provide labour relations expertise for administrative leaders (Deans, Directors and above) at the University, particularly concerning the terms of employment and collective agreements that cover staff and academic appointments at the University, with a primary focus of providing advice regarding unionized academic appointments.

- Advise managers on the interpretation, application, and implementation of collective agreements and policies, both through informal and formal processes including attendance at and advice regarding grievance and arbitration hearings.
- Foster positive and productive relations within the University and with its Unions.
- Conduct preparatory research, benchmarking, and costings.
- Negotiate collective agreements. Perform activities related to the negotiation of collective agreements, including preparatory information gathering, developing collective bargaining proposals, communications during bargaining, participating in bargaining (as chief spokesperson and/or member of negotiation teams), and post-bargaining implementation.
- Develop, revise, and advise policies and guidelines.
- Participate in joint union-management committees.
- Draft advice memorandums related to the above issues as required.
- Research and provide opinions on labour relations issues as they arise.
- Represent the University at other related hearings (human rights, labour relations board, mediations)
- As part of the People & Culture team, support other aspects of the department.
- Liaise with the University's General Counsel to discuss issues and provide assistance where necessary on related issues.
- Other assignments as required.

WHAT YOU BRING

- Law (LLB/JD) is preferred. Consideration will be given to candidates with no law degree but who have an equivalent level of experience and a degree and/or professional qualification in a directly related field.
- 5 years of experience in labour relations/negotiations.

Additional Strengths

- Planning and creative problem-solving skills will be particularly important.
- Have demonstrated excellent advocacy, conflict resolution, negotiation, and communication skills.
- Prior experience in the public or university sector would be an asset.

WORK WITH US

WHY CHOOSE UNB?

UNB offers a large variety of benefits for employees, including a full pension, a minimum of three weeks of vacation annually, the Employee and Family Assistance Program (EFAP), and dental, life, and health insurance.

ADMINISTRATIVE, PROFESSIONAL AND TECHNICAL GROUP (APT)

Posted DATE

This position is part of the non-union Administrative, Professional and Technical (APT) group.

COMMITMENT TO EQUITY, DIVERSITY & INCLUSION

The University of New Brunswick is committed to employment equity and fostering diversity within our community and developing an inclusive workplace that reflects the richness of the broader community that we serve. The University welcomes and encourages applications from all qualified individuals who will help us achieve our goals, including women, visible minorities, Aboriginal persons, persons with disabilities, persons of any sexual orientation, gender identity or gender expression. Preference will be given to Canadian citizens and permanent residents of Canada.

To learn more and to apply please click [here](#).

We thank all who apply; however, only those selected for an interview will be contacted.