

DATE OF POSTING: January 29, 2019

TERMINATION DATE FOR APPLICATIONS: February 11, 2019

POSITION: **UNISERV CONSULTANT -
PROFESSIONAL ISSUES ORGANIZER**

COMPENSATION/BENEFITS: Per MEA-PSA/USO Contract

STAFF RELATIONSHIP: Responsible to Kia Hagens
Director, Member Relations & Engagement

EMPLOYMENT DATE: As soon as possible

SEND APPLICATION AND RESUME TO: **Human Resources Department**
Michigan Education Association
1350 Kendale Blvd., P.O. Box 2573
East Lansing, MI 48826-2573

RESPONSIBILITIES:

The Professional Issues Organizer position is responsible for implementing MEA issue organizing programs around professional issues for all MEA members, including ESP, Higher Education, and preK-12 with a goal of increased membership recruitment, engagement and retention. The consultant's role is to advise, train and assist with implementation of best practices for organizing around professional issues, such as curriculum standards, teaching and learning, workplace effectiveness for ESP, student testing, professional employee evaluation, overall improvement of professional skills and other identified professional issues that can be used to organize members and improve overall member recruitment and retention. Specific activities shall be assigned by the supervisor and may change as the organizing environment and strategies change. Specific activities shall include, but not be limited to, the following:

1. Providing planning, training and consultation to local leaders and staff for local membership engagement and retention activities that center around professional issues, including programs for new member recruitment and at-risk member retention.
2. Identifying, researching and communicating about professional issues of importance to MEA members that can be used for organizing efforts.
3. Providing planning, training and consultation to local leaders and staff on professional issues that can be used to assist in local membership recruitment and retention activities.
4. Identifying, planning around and executing issue and community organizing campaigns at the local and/or state level that center around professional issues, including planning, training, consultation, on-site facilitation to local associations for issue organizing campaigns.

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RESPONSIBILITIES (continued):

5. Assist in the development and administration of the MEA Leader and Member training program.
6. Assure that high quality training sessions on professional issues are provided at the following conferences: ESP, Higher Education, Winter, and Summer Leadership.
7. Coordinate on professional issues with the Public Affairs and Organizing Departments for the field.
8. Must provide Member Relations and Engagement Director with a weekly report of all activities.
9. Potentially serve as coordinator of Aspiring Educators of Michigan.
10. If assigned, responsible for the on-going development, promotion, and administration of the MEA online professional development program.
11. Research and make recommendations to MEA leadership on professional issues.
12. Advise and work with MEA lobbyists on professional issues.
13. Serve as a staff liaison to appropriate MEA leadership committees, commissions, and task forces (such as IPD).
14. If assigned, responsible for the annual MEA Human Relations awards and banquet.
15. Will serve on all state MEA member leader training program cadres related to area of assignment.
16. Serve as MEA representative to Michigan Department of Education (MDE) in areas of assignment.
17. Serve as lead in various on-line community groups in areas of assignment.

MINIMUM QUALIFICATIONS:

Experience as an MEA UniServ director or with educational professional issues and organizing.

Bachelor's Degree.

Minimum of one year of demonstrated experience and understanding of professional issues faced by MEA members.

Demonstrated excellence as a trainer.

Ability to work collaboratively with elected leaders and staff to accomplish specific tasks.

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MINIMUM QUALIFICATIONS *(continued)*:

Fluency in oral and written communications.

Must be willing to travel throughout the state on a regular basis.

Satisfactory driving record and valid driver's license.

January 25, 2019