



EMPLOYMENT OFFER
Labour Relations Consultant - Negotiator

The position of Labour Relations Consultant - Negotiator, as a member of the labour relations team of the Quebec English School Boards Association (QESBA), varies according to the different stages in the negotiation process: the preparation, the bargaining sessions and, between negotiation rounds, the application and interpretation of collective agreements governing, namely, the working conditions of the teaching and professional staff of English-language school boards.

As we embark on the negotiation of the new provincial collective agreements, the incumbent will need to become familiar with the current texts. Also, as a member of the labour relations team, the incumbent provides advice and expertise to human resources management teams of English-language school boards. He also provides training sessions on matters related to collective agreements to representatives of the English-language school boards.

The incumbent performs the following duties and responsibilities:

- As QESBA representative on the negotiating team, analyze and draft mandates and negotiation documents for the renewal of the collective agreement of teaching staff as well as take part in meetings pertaining to negotiations.
- Provide expertise, advice and guidance to human resources teams of English-language school boards on the interpretation and application of the provincial collective agreements, namely, of teaching and professional staff.
- Identify professional development needs of human resources teams and participate in planning and organizing activities to meet those needs.
- Participate in meetings of the human resources teams of the nine English-language school boards.
- Participate, as the QESBA representative, in various committees pertaining to teaching and professional matters.
- Be apprised of applicable arbitration decisions.
- Support the Director of Labour Relations.

It is important to note that, while communications with unions, the Ministère de l'Éducation et de l'Enseignement supérieur (MEES) and government agencies are conducted in French, communications and meetings with members of the human resources teams of school boards are held in English.

REQUIRED QUALIFICATIONS

- Undergraduate degree in a related field, namely, education, law, industrial relations or human resources
- Fluency in French and a good knowledge of English (both spoken and written)
- Knowledge of Microsoft Office 2013
- Pertinent experience in the field of labour relations
- Management experience, an asset
- Experience in the education milieu, an asset
- Knowledge of the collective agreements in the education milieu, an asset

OTHER COMPETENCIES

- Aptitude for research, analysis and synthesis skills
- Capacity to adapt
- Effective interpersonal skills
- Team building and collaboration
- Leadership and initiative
- Active listening, rigour and attention to detail
- Strategic thinking skills

PLACE OF WORK

- Montréal (with occasional travel to Québec City)

STARTING DATE

- To be determined

WORKING CONDITIONS

- Management position
- Salary to be determined based on experience and qualifications

APPLICATION PROCEDURE

Interested candidates should send their curriculum vitae along with a letter of intent no later than **Friday, March 1, 2019 at 4:00 p.m.** to the attention of:

Ms. Christine Denommée
Director of Labour Relations
Quebec English School Boards Association

Christine.denommee@education.gouv.qc.ca

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

The masculine gender is used only to facilitate reading.

The QESBA has implemented an Equal Access Employment Program in accordance with the Act respecting equal access to employment in public bodies and encourages applications from women, Aboriginal Peoples, members of visible and ethnic minorities and handicapped persons.