The University of Maine System is seeking to fill two positions as Labor Relations Manager. Under the general supervision of the Director of Labor Relations. Assigned responsibilities are in the areas of labor and employee relations including collective bargaining negotiations, grievance investigation and response, consultation with university human resources staff on complex employment issues; and, consultation with system and campus based Executive, Management, and Human Resources staff on the System LR strategy execution to support strategic goals and objectives. Serve as a member of the System wide labor relations center of excellence providing labor and employee relations expertise, support, strategy, and execution throughout the System. Positions may be located on any campus within the University of Maine System. Preference given to current, regular employees within the University of Maine System. The complete job description is linked here.

Competencies:
● Negotiating – Persuades and gains cooperation from others to obtain information and accomplish goals.
● Problem-Solving – Identifies and analyzes problems; distinguishes between relevant and irrelevant information to make logical decisions; provides solutions to individual and department problems.
● Strategic Thinking – Formulates effective strategies consistent with department goals and objectives, examines policy issues and develops strategic plans to accomplish objectives, set priorities and anticipate potential threats or opportunities.
● Decisiveness – Makes proactive and well-informed decisions which consider the impacts and implications for the department.
● Customer Service – Assesses and balances the interests of a variety of clients; readily adjusts priorities to respond to pressing and changing client demands.

Required Qualifications:
● Baccalaureate degree or equivalent combination of education and work experience.
● Three to five years relevant professional experience in areas such as human resources or labor relations.

Preferred Qualifications:
● Labor relations experience in higher education or public sector organization and experience negotiating and implementing collective bargaining agreements are highly preferred.
● Substantive project management experience.
● Demonstrated ability to foster team building and collaboration.
● Master’s degree in a relevant field such as business administration or legal degree.
● Work or educational experience with database design, development and manipulation using Excel, Access or similar software.

The salary range is mid $40s to mid $70s and will be based on the qualifications and experience of the successful applicant. Benefits include medical, retirement and tuition waiver programs. The UMS is a recipient of the Wellness Councils of America’s Well Workplace Award and offers wellness programs.
The positions are open until filled; however, applications received after the first screening date on February 4, 2015 will be considered at the discretion of the university. To apply, send a complete application packet consisting of a cover letter addressing your experience as it relates to the requirements of this position, specifically the competencies and qualifications, along with a resume and contact information for three professional references to: Labor Relations Manager Search, Office of Human Resources, 16 Central Street, Bangor, ME 04401 or e-mail to umsjobs@maine.edu referencing job code 21-08-15. Only complete applications will be considered.

University Services is an EEO/AA employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, age, disability, protected veteran status, or any other characteristic protected by law.