

# Job Vacancy

## Associate UniServ Representative

PSEA is looking to fill **TWO** full-time, temporary labor representative positions. The Associate UniServ Representative positions will be working (in-person) in:

[Allentown, PA](#)  
[State College, PA](#)

The Associate UniServ Representative (“AUR”) position is a temporary, limited term position existing for training and developmental purposes. The goal of the AUR position is to enhance the skills and competence level of the incumbent to a point where they can successfully complete the full-time UniServ selection process (after one year) in order to be eligible to apply for future permanent labor representative positions with PSEA. The AUR will initially be exposed to intensive training and job shadowing opportunities with PSEA staff. As the AUR gains experience and competence within their role, the supervisor may assign the individual increasingly challenging work opportunities.

This position will provide assistance to labor relations staff who represent members and local associations, providing comprehensive

support in bargaining and defending the rights of members and local associations in all areas of employment. Staff are also engaged in organizing, community relations, legislative/political activity, school reform activity, delivery of training, and strategic planning in their assigned service Clusters.

Interested applicants should have an interest in labor and education, and possess strong research, interpersonal, problem-solving and writing skills. Successful applicants must be able to analyze complex issues, research and apply appropriate contract language, legal and policy provisions and prepare documents related to the assignment. These individuals must also have self-supporting computer skills.

PSEA is looking for someone who is willing to make an initial commitment of one to two years. These positions will be available January 2023 and offers a salary of approximately \$76,000 (including a comprehensive benefits package). A minimum Bachelor’s degree is required for consideration.

[www.psea.org/jobs](http://www.psea.org/jobs)

### *PSEA History*

PSEA is a union representing the labor, policy and professional interests of over 178,000 members. The majority of our members are public school employees. PSEA also represents employees in private schools, colleges and universities, correctional facilities and health care institutions, retired employees, and students preparing for employment in education or health care. PSEA has been an advocate for public education, children, and our members’ professions since 1852.

The Field Operations Division has a staff of 93 Professional Representatives, 45 Associate Staff, and 7 Managers housed in the 12 PSEA Field Offices.

**Interested candidates  
must submit:**

- ⇒ **Resume**
- ⇒ **Questionnaire**

**To:**

**PSEA  
ATTN: HR  
400 North 3rd Street  
P.O. Box 1724  
Harrisburg, PA 17105**

**OR**

**[jobs@psea.org](mailto:jobs@psea.org)**

**All submissions  
must be received  
no later than:**

**October 16, 2022**