Bay Area Labor Councils and United Way of the Bay Area (UWBA) share the goals of improving the lives of workers and their families while increasing and mobilizing funds to build stronger and healthier communities. To that end, Labor and UWBA will cooperate to provide a program of Community Services via AFL-CIO Labor Liaisons, employed by UWBA and programmatically responsible to both their respective Central Labor Councils and UWBA. This liaison will continue to strengthen the long standing relationship between UWBA and AFL-CIO Central Labor Councils by fulfilling the Memo of Understanding (MOU). This liaison will take an active role in year round relationship building with organized work places and their organized labor representation and will support the overall community service goals shared by the Central Labor Council and UWBA.

**Background and Experience Desired:**

- To conduct a program of community services for union members, their families, and others in the community as identified/agreed in the jointly developed annual work plan (including but not limited to information & referral, referral agent trainings, food pantries and hardship funds).
- To assist in the development of cooperative efforts that supports the planning and operation of UWBA community initiatives, where appropriate and possible, by coordinating with the UWBA VP Staff in Development and the VP of Community Investment (or their designees).
- To encourage financial and volunteer support of union members for the UWBA.
- To serve as liaison between the AFL-CIO, Central Labor Councils and UWBA, consistent with AFL-CIO policy and under the joint supervision of the Central Labor Council and UWBA 211 in accordance with an annual plan agreed upon or amended with the agreement of the UWBA 211 Executive Director and CLC CEO.

**IMPLEMENT THE AFL-CIO COMMUNITY CORE PROGRAM**

- Assist active, retired workers and their families to become and remain self-sufficient and thrive; mobilize community resources; deliver information / referral and case management; conduct specialized trainings and workshops; coordinate services to workers in need in partnership with 211.
• Establish a program of Community Services within the Central Labor Council, recruit, train, and involve union volunteers in community action; expand labor's knowledge, use of community resources and ability to influence social policy.
• Develop and maintain relationships with public and community agencies and service providers; serve as advocate for improved support systems. Participate on relevant local/ state Board and Commissions on joint assignment of CLC and UW to advance human service policy and programs consistent with UWBA’s Impact Agenda and AFL-CIO policy.
• Promote and implement community activities and projects for labor and UWBA, serving the health and human service needs of working families, including advocacy and community outreach to implement 211 on a regional basis.

INCREASE LABOR SUPPORT FOR THE UWBA CAMPAIGN
• Involvement from the beginning of the annual planning cycle with senior UWBA campaign staff, in the design and conduct of UWBA workplace campaigns providing strategic input on improving campaign performance
• Assist in ensuring the appropriate recognition of labor participation in UWBA campaigns.
• Act as a resource to UWBA campaign staff, with particular focus on organized workplaces that includes speaking at target local union meeting and plant rallies, as coordinated with assigned Development Officers.

CULTIVATE AFL-CIO /UWBA PARTNERSHIPS
• Inspire labor participation on the decision-making Boards and Committees of UWBA by recruiting active and positive union leaders.
• Work cooperatively on board initiatives (such as, but not limited to, Letter Carriers Food Drive, The Bottom Line and Week of Caring) that increase community awareness of the Labor/UWBA partnership and support fundraising efforts and recognition of the community impact of UWBA investments.
• Facilitate regular communication between the chief officers of the Central Labor Councils and UWBA.

FULFILL ADMINISTRATIVE RESPONSIBILITIES
• Attend appropriate AFL-CIO and UWBA meetings and conferences with budget approval of UWBA.
• Develop annual work plan and goals for approval of CLC CEO and UW 211 Executive Director; prepare annual reports as requested, for review by UWBA CEO and Labor Council executives.
• Make reports and presentations as requested by the AFL-CIO, the Central Labor Council and the UWBA.
• Personnel issues shall be governed by collective bargaining agreement between UWBA and Office and Professional Employees International Union Local A member in good standing of a union affiliated with AFL-CIO.
• A general knowledge of organized labor with some specific knowledge and understanding of the local labor movement and its community service programs.
• Some knowledge of the voluntary sector and knowledge of the United
Way.
- Organized and focused, with the ability to plan ahead and be prepared.
- The ability to effectively steward key volunteers; to keep them fully informed and focused on agreed-upon strategies and issues.
- The ability to balance interests and find common ground; to work effectively to achieve common interests.
- The ability to quickly learn and adapt, to make continuous improvements in programs and relationships; and to effectively communicate among a wide variety of individual structures.

PHYSICAL DEMANDS:
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. Specific vision abilities required by this job include close vision, color vision, and ability to adjust focus.

COMPENSATION
- Salary range: $60,000 - $70,000 annually
- Excellent and comprehensive benefits package including medical, dental and vision; retirement contribution; vacation and holiday time; etc.

TO APPLY
1. Email resume and cover letter indicating position title in subject line to: careers@uwba.org
2. Mail to: 550 Kearny Street, Suite 1000 San Francisco CA 94018 ATTN: HR

United Way of the Bay Area (UWBA) does not discriminate on the basis of race, color, gender (including actual or perceived gender, and gender identity), sexual orientation, age, marital status, medical condition, religious affiliation, veteran status, national origin, citizenship status, mental or physical disability, or any other characteristic protected by applicable state, federal or local law. UWBA will consider qualified applicants with criminal histories in a manner consistent with the requirements of the San Francisco Fair Chance Ordinance. If you need a reasonable accommodation in order to apply for a job, please let us know. If the reason you need an accommodation is not obvious, we may ask for documentation confirming your functional limitations.