

October 30, 2024

**DEPARTMENT LEADER
EDUCATION AND EQUITY DEPARTMENT**

The United Steelworkers Union (USW) is the largest industrial union in North America with members working in every province and sector of the Canadian economy.

The Union is seeking a new Education and Equity Department Leader at its Canadian National Office in Toronto.

The Union is seeking a person with the following qualifications:

At least five years of relevant work experience and demonstrated success, including substantial experience as a union educator, facilitating and designing learning events based on popular education principles and an equity lens.

- Commitment to improving the lives of working people and to the principles of equity
- Excellent communication skills and presentation techniques
- Excellent problem-solving skills
- Experience leading a team in a fluid, fast-paced environment, with minimal supervision
- Strength in public speaking and advocacy in media and government environments
- Ability and willingness to travel in Canada, the United States and internationally
- Ability to work in both official languages is an asset

United Steel, Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial and Service Workers International Union
Syndicat international des travailleurs unis de la métallurgie, du papier et de la foresterie, du caoutchouc,
de la fabrication, de l'énergie, des services et industries connexes

800-234 av. Eglinton Ave. E., Toronto ON Canada M4P 1K7 • 416-487-1571 • 416-482-5548 (Fax/Télec.)

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Responsibilities

1. Education

- Coordinate the union's education programs in Canada, perform other tasks and undertake other assignments as directed by the National Director for Canada
- Design, alone or as part of a group, multi-day courses and shorter learning events as well as write course and workshop materials for participants
- Facilitate and co-facilitate courses and workshops as needed
- Conduct presentations about union education at conferences and other meetings
- Working with district coordinators, identify member facilitators and develop facilitator and leadership skills
- Identify training and education needs and develop programs to meet them
- Modify and revise programs and program materials as needed
- Develop procedures for evaluating the effectiveness of education and training activities and programs
- Support scheduling of education and training programs in cooperation with the Canadian district education coordinators

2. Equity

- Work as a leader of a team committed to the integration of education and equity objectives into the organizing, bargaining and political action work of the union.
- Assist in the development of the union's equity programs and policies

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- Provide leadership and coordination to equity committees and working groups as needed (including USW's National Women's Committee, National Indigenous Committee, National Anti-Racism Committee, and Steel Pride Working Group)
- Work with the union's staff and partner organizations to lobby for legislative improvements related to equity, human rights, and reconciliation
- Develop a range of tools to support the advancement of human rights and equity in collective bargaining, health and safety, and a range of other local union activities.
- Help coordinate the promotion and delivery of USW's workplace anti-harassment and anti-violence training
- Work with other staff and committees to plan and support conferences and workshops on anti-racism, Indigenous reconciliation, gender justice, and other human rights areas

3. Leadership

- Provide advice and assistance to the National Director as required, and contribute generally to the overall objectives of the union and the Canadian National Office
- Work with local union leadership, activists and members as required in consultation with districts
- Coordinate and lead department staff in Toronto, Burnaby and Montreal
- Mentor and train new staff
- Participate in Department Leaders' meetings

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- Represent the USW on union education and equity committees and projects as assigned

USW is committed to employment equity and encourages applications from members of equality seeking groups, including women, Black, Indigenous and racialized people, people with disabilities and members of the 2SLGBTQIA+ community.

This is an in-office position located out of the Canadian National Office in Toronto, with frequent travel across Canada and, occasionally, the United States. It is a bargaining unit position covered by the Staff Representatives Union, with a starting rate of \$137,428.61 to a top rate of \$144,879.53, plus per diem and a generous benefit and pension package.

Candidates should submit application and CV by November 15, 2024

Contact Information

Meg Gingrich
Assistant to the National Director
United Steelworkers
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Toronto, Ontario, Canada M4P 1K7
Email: careers@usw.ca

All applications will be kept confidential. Only applicants to be interviewed will be contacted.

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