

VACANCY POSTING

SEMINOLE UNISERV EXECUTIVE DIRECTOR

The Seminole Education Association (SEA), Seminole Educational Clerical Association (SECA), Non-Instructional Personnel of Seminole County Board of Public Education Association (NIPSCO) and the Seminole County School Bus Drivers' Association (SCSBDA) are the bargaining representatives of the 3000 teachers and 1500 ESPs of Seminole County School District. The 4500-member Seminole UniServ is a local-option affiliate of FEA, NEA, AFT, and AFL-CIO, employing five staff members and one release-time president.

Seminole UniServ is an active educational and political force in the community.

The mission of Seminole UniServ is to lead, support, and advocate for members in order to increase unity, promote members' enjoyment of their work, and continually improve and celebrate public education.

Seminole County is a suburban county, North East of Orlando and South West of Daytona Beach. Seminole County Schools is a middle sized Florida school district with a student population of 64,000 students.

RESPONSIBILITIES

The Executive Director is directly responsible for:

- administration of the programs and operations of SEA, SECA, NIPSCO and SCSBDA;
- direction of the work of Seminole UniServ staff;
- hiring, supervision, evaluation, and discipline of staff;
- managing the business, office and budget operations.

The Executive Director is responsible for providing consultation and assistance to elected leaders and members in the areas of:

- collective bargaining, contract enforcement, and legal services;
- membership promotion, recruitment and retention;
- internal and external communications;
- government relations and advocacy;
- school finance;
- community relations;
- human and civil rights;
- affiliate relations;
- professional development.

QUALIFICATIONS

A Bachelor's degree is required.

Candidates must possess the abilities, skills, knowledge, and background to carry out the responsibilities listed above.

COMPENSATION

Salary and benefits will be competitive and commensurate with experience and qualifications.

PROCESS:

Posting remains open until the position is filled. Screening of applications will begin September 21, 2009.

Seminole UniServ is an affirmative action/equal opportunity employer.

Applications will be treated confidentially. Application may be made by letter, accompanied by resume and references, addressed to:

Gay Parker, SEA President
813 Orienta Ave.
Altamonte Springs, FL 32701

(mark CONFIDENTIAL)