Strategic Research Director

ORGANIZATION

United Teachers Los Angeles

DEFINITION

This position will develop and carry through on comprehensive research plans for UTLA campaigns. The breadth of responsibility will extend from organizing to rank-and-file initiatives. Incumbent will provide research in concert with other staff and volunteers, for organizing, bargaining and mobilization, legislative and public policy campaigns, with a focus on supporting the members. The focus is organizing, advocacy while shaping internal and external communications.

DUTIES AND RESPONSIBILITIES

- Analyze the LAUSD budget including but not limited to consultants, contracts, real estate, corporate relationships, and potential conflicts of interest, to develop campaigns, targets, tactics, and communications.
- Correlate and analyze the LAUSD budget to State and Federal budget trends and analysis.
- Compile and analyze information on related industries, organizations, companies, individuals and issues.
- Analyze legislative and public policy issues, collective bargaining proposals and labor agreements, as well as relevant economic, financial and demographic data.
- Prepare salary comparisons for various occupations and levels of employment.
- Prepare reports, data analyses and presentations on economic and demographic information affecting UTLA members.
- Develop and maintain tools for organizers, negotiators and local leaders.
- Assist and support organizing, political, communications, and bargaining efforts and campaigns.
- Prepare user-friendly presentations on research and data for internal and external audiences, as well as media.
- Other duties as assigned.

REPORTING RELATIONSHIP

The Strategic Research Director will report to the Executive Director.

PRIMARY KNOWLEDGE, SKILLS, AND ABILITIES

- Coordinate the work of interns, members, and volunteers.
• Advocacy of social and economic justice.
• Demonstrated quantitative and analytical skills as well as familiarity with public and private data sources.
• Competency with software applications including working knowledge of Excel, PowerPoint, analytical tools, and incorporation of graphs.
• Comprehensive communication skills for oral, written, and visual presentations required.
• Knowledgeable of current educational issues, union structures, and general methods of operations.
• Experience collecting and analyzing data related to budgets, compensation, economic and demographic surveys, reports and databases, employer staffing and financial reports, real estate, contracts, corporate structures and relationships, and labor agreements.
• Completion of an undergraduate degree.
• Ability to handle multiple assignments and meet deadlines.

SECONDARY KNOWLEDGE, SKILLS, AND ABILITIES

• Experience in union campaigns, community organizing or political campaigns.
• Experience conducting industry research considered a plus, especially in the education sector.
• Prior work experience in a union environment is preferred.
• Familiarity with UTLA and/or its affiliates.

SALARY AND BENEFITS

Starting salary range $7,500 – 9,000/ monthly; salary commensurate with experience and qualifications.

Benefits include medical, dental and vision coverage for the employee and their eligible dependents.

HOW TO APPLY

Please call Louverne Chatman, Administrative Assistant to Diana Darty at (213) 637-5140 for an application and details of documents to be submitted with the application. Two letters of recommendation demonstrating experience and knowledge will be required when submitting application and other requested documents. All required documentation including completed application, letters of recommendation, resume and requested documents must be received by UTLA no later than August 29, 2014.

United Teachers Los Angeles
Attention: Diana Darty, Director of Support Services
3303 Wilshire Blvd., 10th Floor
Los Angeles, CA 90010

UTLA IS AN EQUAL OPPORTUNITY EMPLOYER