



**Alpine UniServ**  
557 W. Center Street  
Pl. Grove, Utah 84062  
**(801) 224-2055**  
**Fax (801) 224-6137**

**Vacancy Announcement – UniServ Organizing Specialist**  
**Date or Posting: September 7, 2021 - Open until filled**

### **Job Description**

The UniServ Director is responsible to the Alpine UniServ Board and is under the immediate direction of the Alpine Education Association President and Executive Director. He/she serves as an advocate and consultant to the Alpine Education Association and individual members. The Specialist must be knowledgeable about education issues and serve as a link for UEA and NEA programs.

### **Background Description Alpine Education Association (AEA)**

- Serving Educators in Utah's Largest District.
- Large local teachers' association in Utah, located in Pleasant Grove, Utah
- A local option affiliate of the Utah Education Association (UEA) and the National Education Association (NEA)
- Over 1,900 members with a potential of 3,700+
- AEA recognizes that membership recruitment and retention are critical

### **Preferred Experience**

- Education – Bachelor's degree minimum and/or equivalent work experience
- Technology – Computer Skills a must, Microsoft 365, Google Platforms, & NEA 360
- Strong personal characteristics such as the ability to prioritize and manage workload; self-directed in task completion; enthusiastic and willing to work some evenings and weekends
- Classroom teaching experience
- Professional commitment to advocating for diversity and inclusiveness
- Exceptional blend of knowledge and experiences in planning and organizing; has a commitment to organized labor, public education, and social and racial justice

### **Expected Skills**

- Support activities that promote membership recruitment and retention, engagement, and growth
- Highly collaborative and team oriented, organized, self-motivated, and innovative
- Excellent communication skills, both written and verbal; be able to build strong relationships
- Willing to be involved in Political Action Committee events

- Attend UEA, AEA and UniServ Meetings and events
- Able to lift and carry 25 pounds

## Compensation

Salary based on qualifications and experience. Includes a single health insurance package, retirement benefits, and vacation and sick leave.

## Application

Send a letter of interest, application, a resume detailing essential qualification, and three confidential letters of recommendation to:

Mike Gowans  
Alpine UniServ  
557 W. Center Street  
Pleasant Grove, UT 84062  
[mgowans@alpinedistrict.org](mailto:mgowans@alpinedistrict.org)

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