

Service Employees International Union, Local 1 Canada



Head Office
125 Mural Street
Richmond Hill, ON, L4B 1M4
Canada

JOB POSTING: RESEARCH ASSOCIATE

SEIU Healthcare is a union of more than 60,000 members who are frontline healthcare workers in hospitals, long-term care facilities, and homecare agencies in communities throughout Ontario. We advocate with our members by launching progressive member driven programs, adapting best practices, and encouraging new and innovative ideas. We strive to create a society where workers are valued and rewarded for their work. As a result, thriving workers have a greater opportunity to participate and lead in building healthy communities. We provide a strong voice through collective bargaining, labour relations, and political action to ensure frontline workers are heard and respected when decisions about healthcare are being made.

If you have a desire to amplify the voice of workers and you are passionate about labour and social justice, share our values, and want to work toward changing the lives of workers, then a career with SEIU Healthcare is for you! For more information, visit www.seiuhealthcare.ca.

POSITION DESCRIPTION:

The **Research Associate** promotes the values, principles, and services of the SEIU by being responsible for providing support for collective agreement negotiations up to and including interest arbitration. This will include but is not limited to 1) conducting qualitative and quantitative research on comparative terms and conditions of employment, the economy, and corporate structures of Employers in order to support negotiations, 2) drafting arbitration briefs and presenting at arbitrations, and 3) research on government healthcare policy and spending. In addition, researchers will be involved in generating position papers that reflect the interests and policy positions of the Union. 4) Provide central and chain bargaining support.

The position holder will report to the Director Of Research, and work in close coordination with Union Reps, Clerical Staff, Researchers, and their assigned sector managers. This position will communicate with SEIU leadership on an as needed basis to respond to research requests.

This position is full-time working at our Head Office in Richmond Hill, Ontario.

DUTIES AND RESPONSIBILITIES:

- Compile and update tables, charts, graphs and summarized statistics for integration in arbitration briefs, research papers and reports, as well as to assist in collective agreement bargaining.
- Collect, consolidate, cross-tabulate and format data from various sources to prepare draft reports and summaries to be used by various internal stakeholder.
- Maintain, organize and update database of historical and current tables, charts, graphs, briefs, collective agreements, etc.

- Support bargaining activities by editing/drafting collective agreement language, reviewing proposals, preparing position papers, attending negotiations, etc.
- Conduct corporate and sector research and produce memos to facilitate improved bargaining.
- Compile and analyze statistical information provided by private and public health care institutions and organizations and produce reports.
- Draft interest arbitration briefs and conduct presentations before Boards of Interest Arbitration.
- Compile information and produce summary memos and position papers on changes in healthcare policy, legislation, jurisprudence, government spending, and Employer sources of funding.
- Collaborate with other researchers and departments to generate ideas and produce position papers that reflect SEIU positions and support SEIU strategic initiatives.
- Provide research support on grievances and human rights issues for internal stakeholders using various legal databases.
- Compile information and produce reports on the provincial economy based on various indicators of economic health.
- Presenting key insights from data analysis to a variety of different audiences (leadership, membership, etc).
- Support the development of corporate campaigns using innovative research avenues to derive campaign theory.
- Maintain pulse on the healthcare industry, tracking key policy changes that impact various healthcare sectors.
- To manage and record expenses made during regular business using a company credit card/gas card, in accordance with SEIU financial policies.
- Attend regular sector and staff meetings, as needed.
- Maintain knowledge of all relevant labour and healthcare legislation.
- Other duties as assigned.

EDUCATION:

Master's Degree (Industrial/Labour Relations, Law, journalism, etc.); or an equivalent combination of experience in Research.

REQUIRED EXPERIENCE

- A minimum of 1 year of experience working with a union as a union representative, business agent or steward
- Demonstrated experience in quantitative research, qualitative research, and analytical methodologies.
- Experience comparing and drafting collective agreement language.
- Demonstrated understanding of how unions operate, including experience in arbitration matters including drafting briefs and conducting presentations.
- Demonstrated experience in developing and gathering primary information from government records, interviews, online sources, annual reports, workforce data sources and other primary sources.

SKILLS & COMPETENCIES REQUIRED:

- Knowledge of the Ontario political system and the impact of legislative changes in the area of labour law and human rights is an asset.
- Above average knowledge of macro-economics and the ability to interpret and explain the effects of various economic indicators.
- Knowledge in providing research support for organizing and campaigns in the healthcare sector
- Demonstrated knowledge of labour principles and the Canadian labour movement
- Proficiency in languages other than English is an asset.
- IT skills is an asset
- Superior writing, editing, and verbal communication skills
- Ability to collect, manage and store a large volume of information from various sources and present such information in a clear and organized way for current and future use.
- Ability to understand and explain complicated qualitative and quantitative information.
- Familiarity with government and corporate structures.
- Ability to maintain credibility, reliability and validity throughout research processes.
- Understands legal implications of language.
- Ability to maintain a high degree of ethical conduct.
- Strong interpersonal skills, excellent writing, and verbal skills
- Strong conflict resolution skills and the ability to deal with tense situations.
- Self-motivated and able to work independently with minimal supervision.
- Time management skills.
- Building and maintaining trust relationships with all stakeholders.

PHYSICAL DEMANDS/ WORKING CONDITIONS / ENVIRONMENT

- Office work can include prolonged periods of sitting at a workstation and certain repetitive movements associated with such work.
- Using a computer for long periods of time.
- Frequent use of telephone.
- Driving, travelling by air, across borders, and attending off-site meetings
- Must be able to lift and transport boxes of various materials to various meetings
- Work evenings and weekends. Work hours will vary to meet the needs of the operation.
- Motor vehicle travel for long distances and on a frequent basis.
- Exposure to medical, healthcare and office facilities.

Written applications that detail your qualifications and experience should be submitted via [our career portal](#).

Salary and other terms and conditions are in accordance with the field staff collective agreement. Please note that the Employer reserves the right to transfer or assign staff anywhere within the SEIU Local 1 Canada jurisdiction.

WHY SEIU HEALTHCARE?

At SEIU Healthcare, you will find a dynamic and inclusive environment where employees are valued and rewarded for their work. Here are a few things that set us apart:

- Inclusive workplace culture
- Excellent health, dental and insurance benefits to meet the diverse needs of our employees
- Generous vacation and sick leave benefits, inclusive supplemental unemployment benefits
- Fully sponsored employer pension plan
- Investment in employee growth — personal and professional development options
- Working towards a common goal by making a real difference in the lives of people

SEIU Healthcare thanks all applicants for their interest. We are committed to diversity in our workplace and encourage applications from all visible minority groups, women, Aboriginal persons, persons with disabilities among other self-identified diverse groups. We also provide accessible employment practices in compliance with the Accessibility for Ontarians with Disabilities Act ('AODA'). If you require accommodation for a disability during any stage of the recruitment process, please notify Human Resources. Please note that only individuals who are selected for interviews will be contacted.