NEW YORK STATE NURSES ASSOCIATION (“ASSOCIATION”)
JOB POSTING AND DESCRIPTION
PROGRAM REPRESENTATIVE - UPSTATE (USW)

Date Posted: Monday November 7, 2022

Please Note: The initial team assignment is unknown. NYSNA reserves the right to change the initial team assignment including prior to the effective date of any transfer into the position.

I. Title: Program Representative

II. Position Summary: Program Representatives are responsible for assisting in the implementation of the Association’s member representation and mobilization program in their assigned Upstate geographic area and/or facilities.

III. Accountability: Responsible to Area Director.

IV. General Areas of Responsibility:

A. Represent the Association and the member representation/mobilization program to local bargaining unit members, employers, and other groups.

B. Review and analyze developments and trends in the delivery of health care, nursing practice, and labor relations pertinent to the member representation and mobilization program and make recommendations to the Area Director.

C. Maintain a working knowledge of all Association programs and activities and their interrelationships.

V. Specific Activities and Duties:

A. Perform all duties of contract administration, grievance administration, and local bargaining unit representation on behalf of the Association.

B. Perform all duties of securing and negotiating collective bargaining agreements covering all facilities and matters relating to their area of responsibility.

C. Assist in organizing new and residual groups of nurses for the primary purpose of securing recognition of the Association as their collective bargaining representative in all employment matters.

D. Internally organize, mobilize and educate members about the Association’s goals and work plan, develop member leaders and advocates and further the work plan of the Association including its representation, organizing, and political community and legislative goals.

E. Perform any other duties as may be assigned by the Area Director.
Note: Every effort has been made to make this description as complete and comprehensive as possible. However, it in no way states or implies that these are the only duties required of the position. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or is a logical assignment within the position.

To Apply:
All interested candidates should e-mail their resumes to: Sonja.Harris@nysna.org.
Subject: “Program Representative-Upstate”