

## **Announcement of Vacancy: Strategic Research Professional**

**The Professional Staff Congress, AFT Local 2334 (PSC)**, is a progressive, activist union representing 30,000 faculty and staff at The City University of New York. The PSC provides a collaborative, supportive environment to drive progressive change in the context of the nation's largest urban public university. The PSC is seeking to hire an experienced individual who will increase the union's effectiveness in strategic research, building the power and agency of the PSC and the diverse instructional staff we represent.

**EXEMPT/NON-EXEMPT:** Exempt, Unionized, Professional Bargaining Unit

**FULL TIME/PART TIME:** Full Time

**Responsibilities:** With some latitude for independent decision-making, under the direction of the President and the Executive Director,

- Provides strategic research: Coordinates strategic research agenda, including but not limited to research that informs the PSC's strategy regarding CUNY, State, and City agencies.
- Conducts research that supports the organization's legislative, budget, and organizing campaigns strategies. Supports contract negotiations and union bargaining teams, including costing, contract comparisons, demand drafting, member communications, review of relevant statutes, and follow up on implementation of selected new contract provisions.
- Supports Executive Council, Delegate Assembly, and other PSC bodies and committees as assigned, including recording meeting minutes.
- Oversees staff monitoring the CUNY Board of Trustees
- Drafts modifications to letter agreements and contractual provisions under direction of PSC President or his/her designee.
- Other duties as assigned.

**Qualifications:**

- Demonstrated commitment to progressive, multi-racial trade unionism.
- 3-8 years' experience, or more, as a union strategic researcher.
- Demonstrated ability to support bargaining, budget and organizing campaigns via both quantitative and qualitative research methods, experience in public sector, especially public higher education, budget processes highly desired.
- Demonstrated experience working with union staff and union members.
- Demonstrated ability to work in a team environment.
- Experience developing and implementing data systems to enhance team effectiveness.
- Excellent written and verbal communication skills.
- Excellent organizational skills and attention to detail.
- Experience communicating and working with a diverse constituency.

**Education & Experience Requirements:**

- Baccalaureate: a more advanced degree in economics, labor, and industrial relations, and/or law is a plus.
- At least 4-9 years' experience in higher education and/or public sector labor relations.

- Knowledge of Microsoft Office Suite, G Suite, advanced facility with spreadsheets.

**COMPENSATION:** Salary range \$81,000-\$109,000, depending on experience; outstanding benefits package

**PHYSICAL REQUIREMENTS:** General mobility in office areas. Ability to operate data processing and other office equipment. Prolonged periods sitting or standing at a desk and working on a computer.

**SCHEDULE:** On site most workdays.

PSC supports justice and equity for people facing oppression and exclusion. We particularly encourage people of color, women, people with disabilities, and non-binary or transgender people to apply for this position.

**Application deadline:** October 27, 2023, or until the position is filled.

Send cover letter and resume via email only to: Denise Poché-Jetter, Director of Human Resources and Operations, Professional Staff Congress, [DPJetter@pscmail.org](mailto:DPJetter@pscmail.org).

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