AFSCME COUNCIL 93
ASSOCIATE GENERAL COUNSEL
MASSACHUSETTS
Salary: $72,463.59 - $104,948.89
(Commensurate with experience)

DESCRIPTION:

Full-time position with responsibility for oral and written advocacy on behalf of public and private sector employees.

DUTIES:

- Drafting complaints for administrative agencies and courts.
- Drafting motions, memoranda and other documents for administrative agencies and courts.
- Preparation of cases (interviewing, investigating, seeking out documents).
- Presentation of cases before third parties, e.g., employers, arbitrators, hearing officers, judges.
- Assisting coordinators in a particular area as assigned.
- Attending local meetings or giving talks on legal topics.
- Researching and answering, orally or in writing, legal questions from staff, local officers or members.
- Participating in consultations on strategies for staff and locals to deal with and favorably resolve problems or disputes.
- Incidental assistance to legislative and public relations departments.
- Assisting in organizing campaigns as needed.
- May, at the discretion of the Executive Director, be assigned to and assist in negotiations of collective bargaining agreements.

Some travel is involved in performing some of the above duties.

REQUIREMENTS:

- Member of Massachusetts Bar required. Admission/application to New Hampshire Bar desirable.
- Minimum of one (1) to three (3) years' experience in labor and employment law preferred.
- Valid Driver's License and automobile.

Individuals should send a resume and cover letter to Executive Assistant Anna Owen via email at resume@afscme93.org.

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Posting Date: June 3, 2022
Closing Date: Until Filled