



## CAREER OPPORTUNITY

# Executive Director, Employee and Labor Relations

**Department:** Human Resources

**Employment Type:** Administration and Professionals

**Work Schedule:** Monday-Friday, 8:30am-5pm

**Requisition ID:** 1928

**Location:** 2500 E. 22<sup>nd</sup> St., Cleveland, OH 44115

**Union Status:** Non-Union

**Number of Openings:** 1

**Closing Date:** Open Until Filled

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### JOB SUMMARY

Reporting to the Vice President /CHRO of Human Resources, the **Executive Director, Employee and Labor Relations** manages college-wide Employee and Labor Relations function for non-bargaining and bargaining unit employees to ensure fair and progressive working conditions for all College employees. Serves as a strategic business partner contributing to a positive labor and employee relations environment. Responsible for the employee and labor relations strategy and for managing and directing the day to day operational employee and labor relations activity. Represents the College in labor management meetings, arbitrations, and negotiations.

#### **Required Qualifications:**

- Bachelor's Degree in Human Resources, Labor Relations, or related field. Significant related experience may substitute for education.
- Minimum of nine (9) years of demonstrated experience interpreting and applying employment policies and procedures in a large, complex organization, including the administration of collective bargaining agreements and leading negotiations.
- Demonstrated experience hiring, training, supervising and managing staff.

#### **Preferred Qualifications:**

- Master's degree in a related field
- PHR, SPHR, or other related professional certifications
- Demonstrated employee/labor relations in the public sector

### COMPENSATION

Compensation is commensurate with experience, and includes a comprehensive benefits package that includes access to affordable insurance, use of the College's health and fitness facilities, reduced tuition and many other perks.

**APPLICATION:** For full consideration, visit [careers.tri-c.edu](https://careers.tri-c.edu) to review the complete job posting and apply online. Contact Kimberly Moss, Talent Acquisition Manager at (216) 987-4838, [kimberly.moss@tri-c.edu](mailto:kimberly.moss@tri-c.edu) or at [Kimberly.moss@tri-c.edu](mailto:Kimberly.moss@tri-c.edu)

### Equal Employment Statement

Cuyahoga Community College is committed to attaining excellence through the recruitment and retention of a qualified and diverse workforce. Cuyahoga Community College is an equal employment/educational opportunity institution.