**Industrial Officer / Workplace Organiser**

**United Firefighters Union Australia (Aviation Branch)**

**JOB DESCRIPTION**

The United Firefighters Union Australia (Aviation Branch) has an exciting opportunity for a passionate and motivated individual to join our team and develop their career as an Industrial Officer on a permanent full-time basis.

**ABOUT US**

The UFUAV is a not-for-profit industrial association that protects the rights and entitlements of around 870 professional aviation firefighters located at all major Australian airports. Formed in 1974 as the Federal Firefighters Union, the UFUAV is now a branch of the National United Firefighters Union of Australia. Our members are professional career firefighters and officers who work for Airservices Australia, a Federal Government business corporation. Airservices provides air navigation and rescue and firefighting services for Australia’s aviation industry.

UFUAV members form a part of the aviation industry and accordingly are required to operate in a highly regulated environment. The Federal Minister responsible for Transport, Infrastructure, Regional Development and Communications portfolio is Mr Michael McCormack, the current Deputy Prime Minister. The Civil Aviation Safety Authority (CASA) is the aviation industry regulator responsible for enforcing aviation safety regulations. As Australia is a signatory to the Chicago Convention, it is committed to compliance with International Civil Aviation Organisation (ICAO) standards and recommended practices. Each of these authorities and their legislative and regulatory frameworks impact our members’ work environment.

The UFUAV provides industrial and legal advice to all our members in matters relating to their employment. It also lobbies Government and Shadow Ministers and Senators and other key stakeholders on issues affecting the Aviation Rescue and Firefighting service in Australia.

**KEY DUTIES & RESPONSIBILITIES**

As an Industrial Officer will report to the Branch Committee working alongside the Branch Secretary and Branch Legal Team.

The UFUA Workplace Organiser is a Fire Station activist, a political facilitator, and a negotiator. Organisers unify and coordinate UFUA members to enable them to express and harness their political power. Organisers must be able to build close relationships with workers through respectful engagement, hard work and commitment to the collective struggle. UFUA organiser must exhibit expertise and integrity.

UFUA Workplace Organisers are responsible for liaising with and organising with UFUA delegates and members, for implementing industrial and political campaigns for recruiting new members to the Union, for developing and maintaining an active Union presence at designated worksites, for implementing worksite plans and for negotiating Enterprise Agreements. Workplace Organisers are also required to develop an understanding of the specific legislation covering the UFUA members including their specific workplace needs.

Key duties/functions undertaken include:

* Manage a caseload on a national basis which includes resolving workplace issues by providing industrial advice to members and advocacy with employers to ensure that members’ entitlements are being enforced.
* Participate in enterprise bargaining negotiations.
* Representing members and the Union in collective and individual meetings with employers and peak bodies.
* A solid knowledge and understanding of the Australian industrial relations environment.
* Experience in advocacy, preferably through the Fair Work Commission or relevant Courts.
* Providing industrial and employment advice and assistance to members of the UFUAV and to the UFUAV Branch Committee of Management.
* Experience in co-ordinating industrial campaigns.
* Preparing submissions to government on matters concerning UFUAV members and/or promoting aviation safety in Australia.
* Working with the UFUAV General Counsel, Branch Executive, UFUAV Branch Committee of Management, and Workplace Delegates.

The Industrial Officer is expected to be available for weekend and evening work from time to time.

**KEY QUALIFYING CRITERIA**

* At least three years proven experience in a similar role.
* A commitment to achieving social justice through the application of Union value
* an awareness of the political, social and economic factors that influence the role of trade Unions in Australia.
* A positive commitment to Union principles and values.
* Excellent communication skills, including the ability to handle objections and project a positive and professional impression of the Union.

Desirable;

* An Industrial Law qualification
* Advocacy and campaign skills.
* Litigation, advocacy, and dispute resolution experience.
* Proven ability to work as part of a team.
* Excellent written and verbal communication skills and legal research skills; and
* Attention to detail, with the ability to review and assess lengthy and complicated documents.

To perform this job you will also be required to have or obtain and maintain:

* A valid driver’s licence; and
* Right of Entry Permits (Commonwealth)

**REMUNERATION**

Remuneration package includes:

Expected total annual salary package (dependent of experience) between $---$

14% superannuation.

Five (5) weeks of annual leave;

If you have any questions about the role, please email: branchsecretary@ufuav.asn.au using the subject line: **Industrial Officer / Employment Lawyer enquiry via EthicalJobs.**HOW TO APPLY

Please submit your resume, together with a cover letter addressing the selection criteria to branchsecretary@ufuav.asn.au using the subject line: **Industrial Officer / Employment Lawyer.**

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