



Human Resources Office  
Carrier Educational Center  
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www.e2ccb.org

## NOTICE OF VACANCY

**Posting Date:** March 27, 2024  
**Anticipated Start Date:** April 22, 2024

The Board of Cooperative Educational Services, Erie 2-Chautauqua-Cattaraugus is seeking qualified candidates for the following position:

**Position:** Labor Relations Specialist  
**Location:** LoGuidice Educational Center – Fredonia, NY  
**Division:** Labor Relations  
**Appointment:** Probationary – 1.0 FTE  
**Classification:** Civil Service - Competitive  
**Salary Range:** \$85,000 - \$120,000 Subject to increase based on experience.

**Qualifications Required:** Currently serving as a Labor Relations Specialist or on the Chautauqua County Civil Service list for Labor Relations Assistant.

### Qualifications Desired:

Erie 2-Chautauqua-Cattaraugus BOCES (E2CCB) is seeking qualified candidates to fill the full-time position of Labor Relations Specialist. As part of the E2CCB Labor Relations Services team, the successful candidate will work with school districts on a variety of labor and employment issues, including negotiating contracts with unions, and advising and representing districts in grievance and discipline administration. Additionally, the successful candidate will analyze legislation, arbitration decisions, and collective bargaining contracts to assess trends in school labor relations matters; prepare and deliver presentations and workshops to districts and their employees; conduct impartial investigations into complaints and allegations of misconduct; represent districts before the Public Employment Relations Board (PERB); analyzes wage and salary reports and data to evaluate compensation plans, develop negotiations proposals, or prepare information for mediation and fact finding; and participate in the preparation and dissemination of written material to districts dealing with court decisions, PERB rulings, legislative actions and a variety of legal and labor relations issues.

All candidates will be reviewed, but the preferred qualifications include a Juris Doctorate or advanced degree in Labor or Industrial Relations; knowledge of public sector personnel administration and public employment labor relations in New York State; and excellent organization and time management skills. Candidates should possess the ability to professionally communicate clearly, both orally and in writing, with boards of education, superintendents, district administrators, employees, and representatives of labor organizations.

Benefits include comprehensive health insurance, flex spending account, life insurance, biometrics (including partial reimbursement for fitness and other health options) and EAP. E2CCB is committed to employee health and wellness and offers many health and wellness seminars and additional benefits. E2CCB also offers group employee events at discounted rates such as theater, sporting events and other community activities. There are also opportunities for career growth, unique opportunities for continued learning and additional degrees with 100% tuition reimbursement at the SUNY rate.

E2CCB is committed to hiring staff that represent the diversity of its students. Studies have shown that women and people of color are less likely to apply for a job when they do not meet 100% of the listed qualifications. We are committed to finding the best candidate for this position. We encourage you to apply, even if you do not meet each and every of the desired qualifications described.

At E2CCB, we take full ownership of our work and contributions. We hold ourselves, and one another, to transparent standards of accountability. We act with integrity by devoting our full attention to hearing one another. Cooperation, interdependence and shared decision making are key to our collective strength and mutual success. We bring our expertise to every student, every partner and every colleague, every day. The high call of our leadership is to unlock the potential of others. We measure challenges and success by what we can do, not by the barriers that stand in our way. We look beyond typical ways to educate our extraordinary students.

Interested individuals should submit a letter of interest and full resume to Dr. Laurie LiPuma, Executive Director of Human Resources, via email at [LLiPuma@e2ccb.org](mailto:LLiPuma@e2ccb.org). Submissions will be accepted until the position is filled. Additional information about the E2CCB Labor Relations Services team is located at [www.e2ccb.org](http://www.e2ccb.org).

Prospective employees of a school district or BOCES must be fingerprinted and checked for possible criminal history as per New York State Law. BOCES Erie 2-Chautauqua-Cattaraugus is in compliance with the US Civil Rights Act of 1964 and the Title IX Education Amendments of 1972, Part 86. The District provides equal employment opportunity to all individuals and does not discriminate on the basis of color, race, religion, national origin, ancestry, sex, age, handicapping condition or sexual preference.

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