

RNA Unit Organizer Job Description

Job Title:

- Unit Organizer

Description of Duties

- Liaison for RNA officers to membership and management
- Serve as Tellers for voting
- Report monthly unit concerns/ issues to RNA officers prior to the 2nd Monday of the month
- Welcome New RN's to unit and provide support "first friend, best friend"
- Assist with contract/ negotiation campaigning
- Attend Unit Based Councils

Support

- Officers
- ONA/AFT reps and organizers

Knowledge, Skills and Abilities Required

- Contract Language (*learn while in position)
- Hospital and Unit Policies
- Personal integrity, high level of professional performance, good level of interpersonal skills e.g. comfort in speaking with colleagues and managers
- Basic knowledge of worksite issues, managers and workers and especially, a willingness to learn.

Time Commitment:

- 1 year term
- Attend 75% of quarterly meetings and negotiation update meetings

Location:

- Unit Assigned

Benefits:

- Ongoing coaching and support
- Training on all relevant issues, including conferences

UNIT ORGANIZER SIGNATURE: _____
DATE: _____

RNA OFFICER SIGNATURE: _____
DATE: _____

SIGNATURE PAGE

Provide at least 5 signatures from your unit that would support your campaign as a unit organizer.

1. _____

2. _____

3. _____

4. _____

5. _____