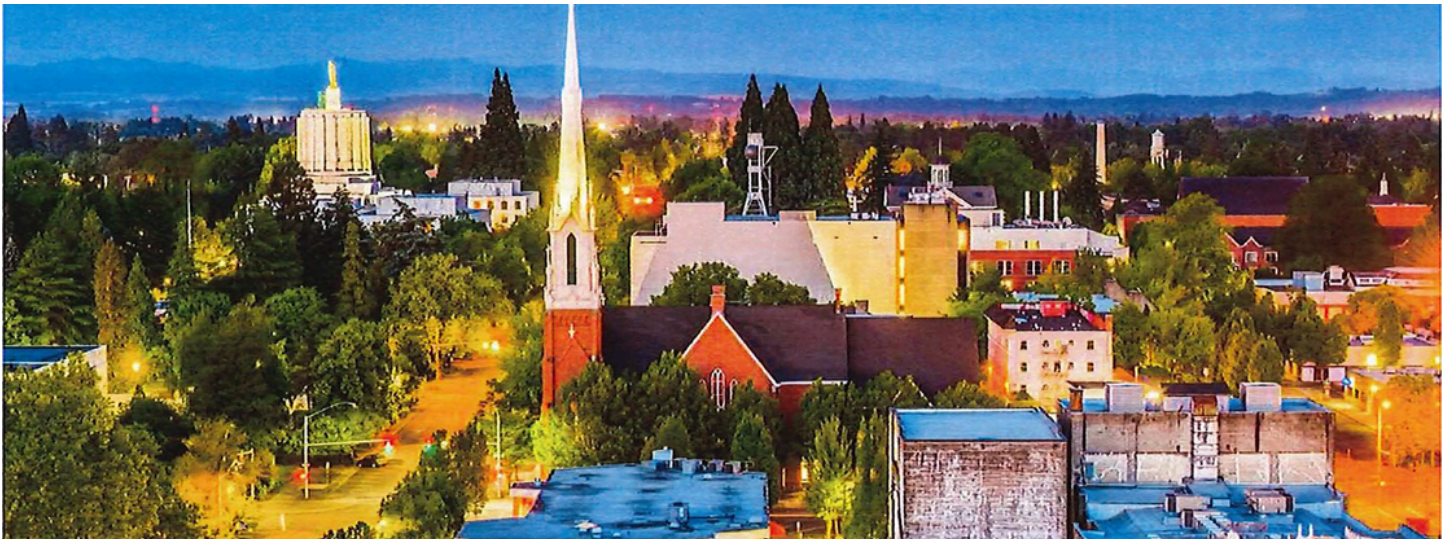


MARION COUNTY



LABOR AND EMPLOYEE RELATIONS MANAGER

Marion County is seeking an experienced and strategic professional to serve as our Labor and Employee Relations Manager. As a key member of the Human Resources team, you will be responsible for maintaining and strengthening positive relationships between the County and its employees, ensuring compliance with labor laws, and supporting a fair, inclusive, and collaborative workplace. We are looking for a dynamic leader with expertise in labor negotiations, conflict resolution, and employee engagement - someone dedicated to cultivating a strong, supportive workplace culture.



JOB DUTIES

- Serve as the County's negotiator in labor contract discussions; research and prepare proposals, analyze costs and arguments, and present informed recommendations.
- Oversee labor relations functions, including negotiations, contract administration, and union relations. Interpret contract provisions for managers and employees and ensure consistent application within Marion County.
- Design and carry out collective bargaining strategies; oversee existing agreements; analyze policies and procedures and suggest revisions.
- Administer labor contracts and advise staff on contract provisions; gather evidence, conduct interviews, and prepare cases for arbitrations and hearings.
- Represent the County in grievance and interest arbitrations, unfair labor practice cases, and unit clarification matters; serve as liaison with the State Employee Relations Board; support managers in grievance resolutions and appeals.
- Mediate disputes, guide conflict resolution, and advise management on corrective action and performance management.

MARION COUNTY



LABOR AND EMPLOYEE RELATIONS MANAGER

JOB DUTIES (continued)

- Create both short- and long-term labor relations strategies.
- Design and deliver training for supervisors on contract administration, grievance handling, labor relations, and employee relations practices.
- Serve as the County's representative with unions, attorneys, and arbitrators; work with managers and unions to address issues; present tentative agreements; and prepare final contracts.
- Track and analyze new legislation and labor law developments; advise the Chief Human Resources Officer and HR staff on impacts, trends and compliance requirements.
- Participate in County labor management committees, health insurance study committees, and other groups designated by the Chief Human Resources Officer.
- Negotiate letters of agreement, separation agreements, and last-chance agreements in coordination with Legal Counsel.
- Partner with HR staff on employee relations matters, including progressive discipline, investigations, and performance issues; provide support to HR Business Partners when needed.
- Perform other related duties as assigned.

MINIMUM REQUIREMENTS

- Bachelor's or master's degree with major course work in labor relations, human resources management, business administration, public administration, or related field; AND
- Five years of progressively responsible experience in labor relations, **including** two years of negotiation responsibilities, and supervisory responsibility for professional and technical level staff in the public sector; OR
- Any satisfactory combination of work, education, training, or experience relevant to the position, as determined by Marion County.



MARION COUNTY



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ADDITIONAL REQUIREMENTS

- Successful completion of a criminal background check (including fingerprinting). However, conviction of a crime may not necessarily disqualify an individual for this position.
- Possess a valid driver's license and acceptable driving record in accordance with Marion County policy. The policy can be found at: <http://apps.co.marion.or.us/APAP/>.

COMPENSATION & BENEFITS

Marion County offers an exceptional compensation and benefits program. The wage range for this position is \$101,483.20 - \$136,052.80 with initial salary dependent upon the qualifications and experience of the candidate selected. Marion County is a qualifying employer for the Public Service Loan Forgiveness Program.

Insurance Coverage

- Medical, prescription, vision, and dental plans covering employees and dependents with low employee premiums
- Employer-paid basic life insurance.
- Accidental death and dismemberment plan.
- Employer-paid long-term disability plan.

Retirement Benefits

- Participation in the Public Service Retirement System (PERS) - Employer pays the 6% employee contribution.
- (457) deferred compensation plan option
- 2.5% employer contribution to a 401(k) plan

Annual Paid Leave

- 13 vacation days
- 12 sick leave days
- 10 holidays
- 2 personal holidays

MARION COUNTY



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HOW TO APPLY

To submit an online application for this position, go to
<https://www.governmentjobs.com/careers/marion>

Marion County does not accept mailed, delivered, faxed, or e-mailed applications.

If you have questions about this position, please call (503) 566-3949 or e-mail
HRRecruitment@co.marion.or.us

EQUAL EMPLOYMENT OPPORTUNITY: Marion County will consider all qualified applicants for appointment without regard to race, religion, color, national origin, sex, age, marital status, mental or physical disability, polity affiliations, sexual orientation, or any other non-merit factor.

To ensure the broadest range of services to individuals with disabilities, Marion County is prepared to make necessary arrangements. Please call at least two working days in advance for services.

