

## **Labor Relations Attorney**

The Nassau County Office of Labor Relations is seeking candidates to fill the position of Deputy Director. The successful candidate reports directly to the Director of Labor Relations.

The Office of Labor Relations represents the County in all matters that involve interactions with the County's six Labor Unions and negotiation of and interpretation of their respective Collective Bargaining Agreements (CBA).

### Typical Duties:

- Assists the Director in administering and directing the Labor Relations program.
- Acts as the legal representative in direct negotiations with employee union organizations.
- Performs professional Labor Relations duties and supervises subordinates, as necessary.
- Formulates proposals and prepares presentations to mediators or fact finders.
- Assists in contract negotiations.
- Appears on behalf of the County in all labor proceedings (Step hearings, Mediations and Arbitrations)
- Interprets contracts and enforces provisions; reviews possible arbitration cases.
- Implements the development of Labor Relations policy
- Assists in directing the review of grievances in accordance with the Collective Bargaining Agreements of all six County Unions.
- Assists departments in addressing grievances and other complaints prior to arbitration, consistent with the needs of the department and the County.
- Communicates with County Attorney and Outside Counsel regarding schedules, document requests and possible settlements.
- Holds and participates in training seminars and meetings for department heads and supervisors to promote a better understanding of the CBA's and the correct procedures to discipline employees.

### Knowledge and Skills:

- Extensive knowledge of interpreting Collective Bargaining Agreements
- Extensive knowledge of the techniques, principles, and practices of Labor Relations, Labor & Employment law.
- Thorough knowledge of contract administration, mediation, and grievance resolution.
- Knowledge of Workers' Compensation Law, Civil Service Law and other employment laws.
- Ability to plan, coordinate, and direct the activities of subordinates.
- Ability to establish and maintain effective working relationships with Department Heads, and the public.
- Excellence in oral and written communication
- Good professional judgment and interpersonal skills, with a high standard of professional ethics.

Qualifications:

Admission to the Bar of the State of New York  
and

Two (2) years of satisfactory experience in the practice of Labor Relations and Labor & Employment Law.

Experience in public sector or quasi-public sector large scale operation involving Labor & Employment law and Union interactions a plus.

Minimum Starting Salary: \$58,000, with excellent benefits and NYS pension eligibility.

Nassau County Residents Preferred.

For consideration, please send resume demonstrating requisite knowledge and skills, cover letter and salary requirements to [jobs@nassaucountyny.gov](mailto:jobs@nassaucountyny.gov) with “DDLRL” in the subject line.

EOE/MFDV

PERSONNEL CHOSEN FOR MERIT AND FITNESS WITHOUT REGARD TO RACE,  
RELIGION, SEX, AGE, NATIONAL ORIGIN, DISABILITY, MARITAL STATUS OR ANY  
OTHER NON-MERIT FACTOR