



Position Title: Director, SEIU 503 Training Partnership (Portland, OR)

Classification: Full-Time Regular, FLSA Exempt, Leadership

Organizational Overview

A Training Partnership dedicated to providing training for Oregon Homecare and Personal Support Workers is being established. We are seeking a Director of the Training Partnership to lead all aspects of this new, labor-management trust organization which will serve the current population of 33,000 workers as well as new caregivers entering the workforce.

The Training Partnership will be part of the family of employee benefit plans negotiated and sponsored by the State of Oregon and SEIU 503, the labor union for long-term care and public services workers in Oregon. SEIU Oregon State Council is assisting with the launch of the Partnership by initiating a talent search. If you want to make a difference in the lives of these workers and the seniors and people with disabilities who they support, we want to hear from you!

Position Summary

The Director of the Training Partnership will administer the provision of training for long-term care workers in Oregon. This position interacts with union leaders and a board of trustees that consists of union and employer members, and must have general understanding of unions, collective bargaining, and the value of workers organizing together. This leader will implement all aspects of the new Training Partnership and will apply service expertise to help advance long-term care jobs as good jobs and work to prevent the coming care crisis. Everyday, 10,000 Americans turn 65. Over the next decade, demand for long-term care workers will grow to more than 2 million jobs nationwide making home care America's "top job." Yet, this "top job" is too often characterized by limited training and healthcare options, no retirement security, high on-the-job injury, and no career advancement opportunity. Leaders in Oregon have taken the first step of dedicating resources to this workforce. This new organization will serve the growing population of 33,000 workers throughout the state, in all needed languages, ensuring they have the adequate training needed to be successful from the first day of the job.

You Will:

- Lead the Training Partnership portfolio which includes budget, planning, success metrics, vendor, supply/demand forecasting, quality improvement, team, and brand management accountabilities.
- Present metrics and state of business reports to the Board Members, state representatives, and other stakeholders.
- Prepare annual and quarterly budgets for approval with support from finance staff.
- Manage training staff, vendors, and budget.
- Maintain and strengthen professional relationships with internal and external partners including but not limited to the Department of Human Services, Oregon Home Care Commission, SEIU 503, and consumer advocates.
- Serve as Training Trust Administration spokesperson with internal and external stakeholders concerning implementation and ongoing operations.
- Build program infrastructure including team, technology, standard policies and procedures, and similar to support successful administration.
- Manage learning resources within tight supply/demand constraints.
- Ensure training access and consistency of experience across online and in-person environments.
- Manage competitive bidding processes for vendors including bidding announcement, researching and soliciting candidates, leading the vetting and negotiation process including contracting.
- Administer services in compliance with state, federal laws, collective bargaining agreements, and similar.
- Use data to achieve operational excellence through quality improvement (QI) cycles including goal markers and visuals.
- Make recommendations for future growth opportunities, and lead those efforts.
- Other duties as assigned.

You Have:

- Bachelor's degree (Master's degree preferred) in business, healthcare, or public administration, or similar with 5+ years of progressive, leadership experience related to this position
- Strong familiarity with developing services at scale in education/training, healthcare, workforce development, or similar with preference for experience high emotion/high stakes service sector (e.g. healthcare)
- Experience working with board members and other stakeholders in a collaborative environment
- Demonstrated experience in managing resources to narrow supply/demand constraints using technology and data
- Exceptional negotiation skill including experience in interest-based negotiation and similar methods
- Exceptional people leadership skills with strong track record of direct report experience; high emotional intelligence

- Experience leading services with diverse (cultural, racial, ethnic, class, linguistic) customer base
- Experience with fiscal management at \$5M+ level
- Attention to detail with extremely strong follow through
- Ability to move between micro and macro orientations with judgement
- Strong ability to clearly communicate logic verbally and through writing
- Strong critical thinking, problem-solving, and decision-making through ambiguity and change
- Demonstrated ability to identify the necessity for direct intervention and the ability to move seamlessly from strategy to execution
- Strong track record of and enthusiasm for deploying new technology to optimize service delivery design
- Sense of humor
- Strong connection to improving long-term care jobs to benefit workers, consumers, and society

Application Instructions

Please submit a resume with three references, a cover letter, and answers to the following questions. Please answer the below questions in no more than three pages total.

1. Tell us about a time when you developed a new program, service, or organization. In addition to a summary, please relate how you would take those lessons learned into developing the Training Partnership?
2. This position requires effective leadership skills. Please tell us how you meet those qualifications.
3. Can you elaborate on your experience working with traditionally underrepresented groups?
4. What do you anticipate will be the specific challenges in the first three years of implementation of the Training Partnership?

Applications should be submitted to jobs@seiuoregon.org. Confidential inquiries will be honored.

We are an Equal Opportunity Employer. Our team members are also responsible for conduct consistent with our EEO standards and are expected to demonstrate respect for all co-workers.

We also recognize the desirability of increasing opportunities for people of color, women, LGBTQI, people that are bilingual or multilingual, and people with disabilities.