



Education and Training Specialist

AFSCME Maryland Council 3 represents over 50,000 workers who work in public service. AFSCME Maryland members keep our public universities and community colleges running, maintain our libraries and museums, care for the elderly, provide social services to those in need, represent defendants in court, work in correctional facilities, provide support in our schools, drive our school buses, and maintain our parks and roads. We organize in the workplace and fight for dignity, respect, and a fair standard of living for all public service workers in Maryland.

AFSCME Maryland is recruiting an **Education and Training Specialist**. This position is based in the Baltimore office.

The Job:

- Work with staff and chief stewards to identify, recruit, and train a network of union stewards who can assist members in problem solving, membership growth, and communication.
- Develop a steward program that includes training, tracking, and recognizing stewards. This includes spending time in the field with stewards.
- Work with staff and chief stewards to design and run large group trainings, individualized local union trainings, training for new local leaders, and organizing, bargaining, political, and legislative trainings.
- Proactively collaborate to design and implement trainings for local activists or stewards who run new employee orientations. Track where NEOs are covered by members, and where members need to be identified and developed.
- Institute a welcome program for new members that orients them to the union and gets new members excited about participating.
- Develop sector-specific trainings for Council 3 units including K-12, Higher Education, Corrections, etc.
- Assist with the planning, coordination, design, and delivery of workshops and programs at leadership conferences, conventions, presidents' meetings, and similar events.
- Conduct train-the-trainers for stewards and staff.
- Create, modify, and revise program and training materials to address specific needs. Include appropriate examples, role-play scenarios, exercises, case studies, and discussion questions.
- Assist and support AFSCME MD priorities including participating in blitzes, turnout for mobilizations and lobby nights, execution of Council-wide events and all other duties as assigned.

What We are Looking For:

- At least one year of successful organizing and representation work.
- Demonstrated ability to plan and coordinate activities to build power.
- Demonstrated ability to recruit and mentor stewards and local leaders.
- Demonstrated success in writing curricula and executing training programs.
- Experience with working in diverse communities and in a multi-cultural work environment. Sensitivity to and appreciation of ethnic and cultural differences required.
- Ability to establish and maintain effective work relationships with co-workers and members.
- Excellent oral and written communication skills.
- Proficient in Microsoft Office Suite programs. Experience working in an office setting.
- Ability to do some weekend and evening work and occasionally travel statewide.
- Reliable car and valid driver's license are a requirement.

The salary range for this position is \$58,630 - \$89,000. Benefits include fully paid comprehensive single or family health insurance (medical, dental, prescription, and optical), car allowance, 3 weeks paid vacation, 15 paid holidays, 12 sick days, pension, 401k, life insurance, and staff union. Women and people of color are strongly encouraged to apply.

To apply, email a cover letter and resume to recruiting@afscmemd.org.