

**LOCAL 17**  
**NEGOTIATING COMMITTEE MEMBER**  
**JOB DESCRIPTION**  
**(ATTACHMENT A)**



**BARGAINING COMMITTEE MEMBERS ARE RESPONSIBLE FOR:**

- Representing Local 17 member interests in contract negotiations;
- Educating Local 17 members about negotiations issues;
- Gathering information and data to support Local 17's proposals;
- Assisting with various Local 17 communications during the entire bargaining process;
- Assisting with coordination of Local 17 activities related to negotiations (membership meetings, ratification meetings, etc.).

**ESSENTIAL QUALIFICATIONS OF A NEGOTIATING COMMITTEE MEMBER:**

- Must be a member in good standing of Local 17 with at least six months in membership (unless in classification certified for less than six months);
- Must be available to attend negotiation sessions, which could occur several days per week for the duration of negotiations;
- Must be available to attend bargaining committee meetings during evenings and possibly on weekends, as needed, for the duration of negotiations;
- Must be committed to working collectively with the Local 17's bargaining team for the benefit of all Local 17 members.

**DESIRABLE QUALITIES OF A NEGOTIATING COMMITTEE MEMBER:**

- Respected as a leader by coworkers;
- Articulate, energetic, creative, punctual, diplomatic;
- Ability to appreciate details while remaining focused on achieving the larger goal;
- Demonstrated commitment to Local 17 and union principles;
- Committed to achieving organizational goals as opposed to individual goals;
- Good sense of humor.

Revised: 6/25/07