



Job Title:	WNYCOSH Program Director	Department:	Worker Center Project (Primary Focus)
Office Location:	2495 Main Street, Suite 438 Buffalo, NY 14214	Position Type:	Full Time, Salary, Full Benefits, \$48,000-\$50,000, Teamster HI/DV, Pension, 403b, Hybrid position
Date Posted:	5/6/2022	Posting Expires:	6/10/2022

Applications Accepted By:

E-MAIL: JOBS@WNYCOSH.ORG

LIST SUBJECT AS: PROGRAM DIRECTOR

Please include cover letter, resume, and 3 references.

Incomplete applications will not be considered.

MAIL:

WNYCOSH

2495 Main Street, Suite 438

Buffalo, New York 14214

Job Description

ALL WNYCOSH EMPLOYEES MUST BE UP TO DATE WITH COVID VACCINATIONS AND BOOSTERS AND FOLLOW ALL ORGANIZATIONAL MITIGATION STRATEGIES.

ORGANIZATIONAL EXPECTATIONS

All employees are expected to practice the following:

- Commitment to occupational safety and health (COSH) movement, social justice, worker justice, and WNYCOSH mission.
- Willingness to write grants, advocate for workers, and help keep the office in order
- Comfortable working with multi-cultural, multi-ethnic, multi-lingual worker populations

ORGANIZATION

WNYCOSH a non-profit organization founded in 1979 and dedicated to defending workers' right to a safe and healthy work environment through education, outreach, advocacy, and organizing.

POSITION PURPOSE

The Program Director will provide overall oversight and direction to the Worker Center training and education programs. Candidate will strengthen ties to diverse communities including immigrant and refugee communities and with union allies.

ROLE AND RESPONSIBILITIES

- Develop, coordinate, and oversee outreach to target communities including low-wage workers, minority workers, limited English proficient workers, immigrant workers, and workers in high hazard industries
- Schedule and document training initiatives with target communities
- Create and adapt training materials and resources tailored to target communities
- Conduct trainings on workers' health and safety rights
- Manage local, state, and national collaborations
- Manage and staff Worker Center Hotline
- Assist and advise workers with workplace issues, including filing complaints

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- Minimum bachelor's degree or 5 years relevant experience
- Demonstrated organizing experience in union or community campaigns
- Strong oral and written English communication skills
- Demonstrated ability to work in a team and independently with limited direction
- Demonstrated experience working across cultures
- General familiarity with OSHA, NLRB, State & Federal wage & hour law
- Demonstrated strong computer skills (Mac and Apple platforms preferred)
- Demonstrated ability to manage multiple projects simultaneously

PREFERRED SKILLS

- Multi or bilingual
- In-depth knowledge of NYS Labor Law
- Experience working as a union activist
- Experience with WordPress CMS
- Experience writing grants, press releases, and grant reports
- Experience in the field of workplace safety and health