



## United Voice Overview

United Voice is a powerful member-led union driving change in our industry sectors.

United Voice members are the backbone of life in our communities, doing essential work like cleaning, security, early childhood education, hospitality and more.

## Working as an Organiser in Training

### What is the focus of an Organiser in Training?

The focus is to grow union membership and leadership by employing a variety of union building techniques in sign up, systematic member contact, messaging and objection handling.

### What training is provided?

The Organiser in Training role is part of an 11 month training program. As an Organiser in Training with United Voice, you will be assigned to organising campaigns, trained on the fundamentals of union organising and will have the opportunity to learn the skills needed to help workers build power in the workplace.

Induction training is provided on starting with the union, and throughout the year through workshops run within the Branch Organising Program.

### What does an Organiser in Training do on a daily basis?

Most days an Organiser in Training will drive to workplaces to meet and talk with potential members of the union about becoming part of the union, and to current members about becoming more active in their union and campaigns. Sometimes, an Organiser in Training will talk to people on the phone, in their homes, or in meeting places. Organisers in Training also spend time in the union office, meeting with their teams and Lead Organiser, and report on the progress of their visits. Organisers in Training are also required to record information about their work using the union's database.

### What are the key tasks of an Organiser in Training?

- Signing up workers to the union
- Delivering a systematic message to members
- Identifying potential leaders amongst members
- Updating the union's databases with the results of your work
- Meeting reasonable targets set with the Organising Director

### **What kind of hours are involved?**

Organisers in Training need to talk with non-members and members at different times of the day and week. That includes some nights and weekends. Most of the time, shift work can be planned well in advance and we take into account people's commitments outside work. However, this is a campaign environment. Sometimes we have to react quickly to events and unpredictable hours can be required. If you are unable to work some shift work, including some early mornings or late nights and some weekend days, this job is probably not for you.

### **Why is there a large focus on joining new members to the union?**

The union is its members. A strong union has a big, committed membership. Workers win change in their industries by joining up to the union and becoming a leader in campaigns.

### **What targets are set?**

There is an expectation that Organisers in Training will join up between 3 and 5 new members to the union per week. In addition, campaign plans may involve different targets, such as how many members attend an event.

### **What makes a good Organiser in Training?**

Organisers in Training are confident at joining new members up to the union. They are great at encouraging our members to stand up. They help members become union leaders and delegates. Organisers in Training want members to win and are proud and happy when they do.

### **How hard do you have to work?**

Campaigns can be intense when there is a lot of action going on. To do this job, you need to be willing and able to work hard when it's needed. On some occasions, a campaign might need extra work at short notice. Because we need you to be able to work flexibly, we make every effort to be flexible in return so that Organisers in Training can meet their home, social and community needs and responsibilities.

## **Working for United Voice**

### **National Conditions of Employment**

Union employment is subject to the provisions of the United Voice National Terms and Conditions of Employment and United Voice policies and procedures.

### **Fixed Term Contract**

The Organiser in Training position is a 46 week fixed term contract.

## **Salary**

This role is a salaried position with the expectation that Organisers in Training work outside the standard working hours of 9.00am and 5.00pm as required. Weekend work is also required at times.

The starting salary for the role is \$64,169 per annum (pro-rata), plus the Motor Vehicle allowance of \$14,491 (pro-rata) and superannuation of 12%; and is paid fortnightly.

As working hours are unpredictable and sometimes long, United Voice offers 6 weeks annual leave per annum (pro-rata) with leave loading of 25%.

## **Motor Vehicle Allowance**

As part of your salary package, you will be entitled to a Motor Vehicle Allowance to cover the costs associated with driving to and from worksites.

You will be required to provide your own vehicle. If you don't have one when you start, we will allow you some time to organise one.

## **How to Apply**

Please complete your application to Andrew Jones, Organising Director, United Voice, via the online form - <https://airtable.com/shrWPY8PSvKJkh67Q>