

Senior Labor Relations and Hearing Consultant (0261U),
People & Culture - 76334
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=253545>

Downloaded On: Apr. 20, 2025 6:18pm

Posted Feb. 20, 2025, set to expire Jun. 30, 2025

Job Title	Senior Labor Relations and Hearing Consultant (0261U), People & Culture - 76334
Department	
Institution	University of California, Berkeley Berkeley, California
Date Posted	Feb. 20, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Human Resources
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Job Description

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About Berkeley

At the University of California, Berkeley, we are dedicated to fostering a community where everyone feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

As a world-leading institution, Berkeley is known for its academic and research excellence, public mission, diverse student body, and commitment to equity and social justice. Since our founding in 1868, we have driven innovation, creating global intellectual, economic and social value.

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We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our [Guiding Values and Principles](#), [Principles of Community](#), and [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for [supportive colleague communities via numerous employee resource groups](#) (staff organizations). Our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our full-time staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can [grow your career](#) at UC Berkeley.

Departmental Overview

People & Culture is valued as UC Berkeley's proactive people partner focusing on the following key priority areas:

- One HR: Bringing clarity and efficiency to HR processes and structures through cross- team collaboration and transparent communication.
- People: Using development opportunities beyond training to create deeper engagement, higher trust and better performance.
- Culture: Applying Berkeley brand to developing a shared "enterprise contributor" mindset among all.

Job Summary

The Senior Labor Relations and Hearing Consultant serves as a recognized expert in employee and labor relations, representing the University in administrative hearings, arbitrations, and other labor and employment-related matters. This position exists to ensure compliance with labor laws, interpret complex policies, and provide expert guidance on employee and labor relations issues. The role involves advising senior leadership, managers and HR professionals, negotiating settlements, and acting as a liaison with outside counsel. With a significant impact on organizational policy and program development, this role is critical in shaping labor relations strategies and ensuring fair and equitable resolutions of labor and other employee disputes within the University.

Application Review Date

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The First Review Date for this job is: March 4, 2025

Responsibilities

- Represents the University in administrative hearings and arbitrations for employee and labor relations matters, including the drafting of pleadings and the presentation of evidence and arguments.
- Advises organization managers and human resource professionals on labor relations and employment law implications relating to extremely complex issues or courses of action
- Negotiates settlements of employee and labor relations matters.
- Provides functional advice, training and / or guidance to employee and labor relations colleagues and other University stakeholders as directed.
- Makes recommendations concerning areas of work to perform in-house, versus payment for an outside firm
- May act as a liaison with outside counsel.
- May collaborate with OP LR and/or OP Legal.
- Understands the diverse needs and interests of various stakeholder groups; creates and fosters an environment to ensure collegiality and information sharing.

Required Qualifications

- In-depth and excellent skills in drafting accurate, complete and persuasive documents, such as pleadings, affidavits, position statements and briefs.
- Possesses expert analytical skills to conduct analysis and develop recommendations, demonstrating organization and problem-solving skills.
- Experience with working on or taking the lead in arbitrations and administrative hearings, or similar / transferable experiences (litigation); experience from relevant practice experience in a law firm, or from in-house counsel or HR/compliance role for an academic institution or other entities with similar stakeholders, structures, & needs.
- Thorough understanding of employment and labor law and ability to foresee implications in a complex organizational setting, even when ambiguous or hidden.
- Exhibits expert knowledge of legal requirements needed to minimize exposure.
- Proven decision-making ability, even when unpopular, earning credibility and support from colleagues.
- Demonstrated commitment to the highest ethical standards.
- Has highly developed written, verbal and presentation skills for presenting and communicating

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complex information to managers and stakeholders at varying levels in the organization on labor relations issues.

- Proven ability to maintain confidentiality and exercise discretion and tact when handling sensitive or potentially sensitive issues.
- Has expert knowledge of dispute resolution and grievance procedures and expert knowledge of administering and ensuring adherence to labor / union contracts.

Education/Training:

- Advanced degree in related area and/or equivalent applicable experience.

Preferred Qualifications

- Experience working in an organization with union(s), with a preference for experience working with multiple, diverse unions.
- Expertise of higher education field and relevant laws.
- Juris Doctor (JD).

Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted salary or hourly range that the University reasonably expects to pay for this position is

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\$178,000.00 - \$195,000.00. The full pay scale for this classification is \$121,100.00 - \$233,900.00.

- This is a full-time, Career position that is eligible for full UC benefits.
- This is an exempt, monthly-paid position.

How to Apply

- To apply, please submit your resume and cover letter.

Other Information

- This is not a visa opportunity.
- This position is eligible for up to 75% remote work. Exact arrangements are determined in partnership with your supervisor to meet role responsibilities and department needs, and are subject to change.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Mandated Reporter

This position has been identified as a Mandated Reporter required to report the observed or suspected abuse or neglect of children, dependent adults, or elders to designated law enforcement or social service agencies. We reserve the right to make employment contingent upon completion of signed statements acknowledging the responsibilities of a Mandated Reporter.

SB 791 and AB 810 Misconduct Disclosure Requirement: As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they

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committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

[UC Sexual Violence and Sexual Harassment Policy](#)

[UC Anti-Discrimination Policy](#)

[Abusive Conduct in the Workplace](#)

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the

https://apptrkr.com/get_redirect.php?id=6019025&targetURL=U.S. Equal Employment Opportunity Commission poster.

The [University of California's Affirmative action policy](#).

The [University of California's Anti-Discrimination policy](#).

To apply, visit

https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S

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Contact Information

Please reference Academickeys in your cover letter when
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Contact

N/A

University of California, Berkeley

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