Advertising Posting Information for Director of Employee and Labor Relations

A **Director of Employee and Labor Relations** plans, organizes, evaluates, and directs all programs and activities of the District’s employee and labor relations unit

**SALARY INFORMATION**

MONTHLY SALARY: $13,405.55 - $16,607.13 ($160,866 to $199,285 annually)

*\*Salary Information is based on a full-time, 12-month position*

**VACANCY INFORMATION**

A vacancy currently exists at the Educational Services Center (District Office), 770 Wilshire Boulevard, Los Angeles, CA 90017

**BENEFITS**

* District-paid medical, dental, and vision insurance plans for employee and dependents.
* $50,000 District-paid life insurance policy.
* 12 full-pay days and 88 half-pay days of illness leave.
* A minimum of 15 paid holidays per year.
* Up to 24 days of vacation annually depending on years of service
* Public Employees Retirement System.
* Employee Assistance Program.

**MINIMUM REQUIREMENTS FOR ACCEPTANCE OF AN APPLICATION:**

**Education:**

A bachelor’s degree from a recognized college or university, preferably with a major in labor or industrial relations, human resource management, public administration, industrial or organizational psychology, or a related field. An advanced degree in one of the aforementioned majors is desirable.

**Experience:**

Five years of recent, full-time, paid, professional-level experience in a senior human resources management position with responsibilities for managing a multi-faceted agency/corporate-wide employee and labor relations program for an organization employing 500 or more employees. Public agency personnel management experience is desirable.

**Special:**

A valid Class “C” California driver’s license must be obtained within 10 days of establishing residency in the State of California. Travel to locations throughout the District is required.

*For a complete job description including the Knowledge, Skills, and Abilities associated with the position please visit our website.*

**EXAMINATION PROCESS**

The examination process may consist of one or more parts which may include a training and experience evaluation, written test, performance test, and/or oral interview.

**HOW TO APPLY**

Completed applications must be submitted through our online employment system – <https://jobapscloud.com/LACCD/sup/BulPreview.asp?R1=20&R2=1004&R3=002> by Friday, December 11, 2020, 4:00 p.m. Resumes will not be accepted in lieu of an application.

**Contact Information**Personnel Commission  
Email: [Class\_jobs@email.laccd.edu](mailto:Class_jobs@email.laccd.edu)  
Hours of Operation: Monday – Friday 7:30AM – 4:30PM

**District Information**

The Los Angeles Community College District is the largest community college district in the nation offering educational opportunities to students in more than 40 cities covering an area of 882 square miles serving approximately 9.8 million residents. The LACCD is composed of nine comprehensive colleges and a District Office, which together employ approximately 2,200 classified (non-teaching) employees in 315 job classifications.