



**unifor**  
2002

TAMMY MOORE  
President  
Présidente

CHARLOTTE PAPE  
Secretary Treasurer  
Secrétaire-trésorière

November 24, 2025

Re. Human Rights Coordinator required for Unifor Local 2002

Local 2002 has a vacancy for the position of full-time Human Rights Coordinator. This position reports directly to the President of Unifor Local 2002. The duties and responsibilities are as follows:

**DUTIES AND RESPONSIBILITIES:**

- Support the Local's membership and leadership as needed regarding worker rights pertaining to workplace harassment and violence
- Have knowledge of the Canada Labour Code and other provincially regulated legislations pertaining to workplace harassment and violence prevention
- Monitor compliance with all legal requirements of the Canada Labour Code and provincial regulations pertaining to workplace harassment and violence prevention on behalf of the Local
- Investigate any potential workplace harassment complaints and/or workplace conflicts on behalf of the Local in accordance with the applicable unit's bargained language pertaining to joint investigation processes and report suggested recommendations to be initiated to the Local President
- Develop, as needed, and deliver Respect in the Workplace and Workplace Harassment and Violence related training programs on behalf of the Local
- Have written proficiency and be able to provide reports of all workplace investigations
- Meet with all units' employers with an aim of establishing a consistent and effective workplace harassment policy and processes in consultation with the Local
- Assist and coach union leadership with situations of workplace conflict
- Be active in the community and trade union movement in the area of human rights
- Liaise with the Communications Coordinators in the production of newsletters, electronic messaging and other information
- Liaise and work with the Local's Health and Safety Coordinator regarding the application of the Canada Labour Code and provincial legislation pertaining to Workplace Harassment and Violence
- Liaise with Local EAP Coordinator regarding necessary supports where mental/emotional and physical health supports are required

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- Provide quarterly written reports to the Local 2002 Executive Board
- Promote Unifor policies in the area of human rights
- Establish liaison with appropriate government offices and agencies on behalf of the Local
- Actively participate in Political Action for Human Rights
- Any other responsibilities as directed by the President of Local 2002

Note: this position involves travel and both facilitation and participation in training sessions.

#### **APPLICANTS WITH THE FOLLOWING ASSETS WILL BE CONSIDERED:**

- An ability to communicate effectively in both official languages
- Good written and oral skills
- Have knowledge, training and experience relevant to workplace harassment and violence and workplace harassment and violence investigations
- A good understanding of the Duty to Accommodate
- Have knowledge and/or experience managing workplace conflict
- Have experience delivering training sessions on human rights, violence and workplace conflict

Preference will be given to applicants who are bilingual (English/French)

Any member in good standing covered by the Air Canada Customer Sales Agent collective agreement is eligible to apply.

Interested applicants should send a cover letter and provide detailed resume outlining all particular experience in the area of human rights, union activism, and the reasons for applying for the position no later than noon (1200) eastern standard time on **Friday, December 5th, 2025**.

Please send a copy of your resume via email or Canada Post to:

Tammy Moore, President  
Unifor Local 2002  
7015 Tranmere Drive, Suite 5  
Mississauga, ON L5S 1M2  
Email: [postmaster@unifor2002.org](mailto:postmaster@unifor2002.org)

Term of office will be three (3) years until **January 1st, 2028**. The successful candidate will report to the President of Local 2002.