**Kent County Court’s Union Membership**

**NOTICE:**

**Election for President of the Union**

Anyone who is interested in being nominated for this position must be a member in good standing. You are required to submit a biography and letter of desire to serve on the Executive Board and serve as Union President by the close of business June 10,2022 at 5:00pm.

Below is the job description and requirements for the position of President:

Duties of the President.

The President shall preside at all membership meetings of the Association and of the Executive Board, enforce the rules, appoint all committees not otherwise provided for, and transact the other duties that are usual to the office of the President or as may be required by the membership. The President shall serve on the Grievance Committee and participate with the employer on the Review Committee for grievances. The Board President is the Chief Steward. The Board President or his/her designee shall also serve on the Negotiating Committee. He/she shall be an ex-officio member of all committees.

***This position requires good communication skills, both written and spoken. Somewhat flexible time schedule. Have the ability to work with a diverse population of people. Must work independently and meet deadlines. The President must also be willing to use His/her personal time when needed to handle Union business (the union does not reimburse wages). Union President must also oversee all disciplinary cases and step in if the union Rep is not available at that building.***

***Please send all bio’s/applications to Kory Drake Vice President (Surveillance Officer, Court Employee). Kory.Drake@kentcountymi.gov***