

Subject	Job Description – Cabinet on Economic and General Welfare
Section	Job Description
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Cabinet on Economic & General Welfare

Overview

The Cabinet on Economic and General Welfare consists of up to nine leaders that are represented by ONA for purposes of Collective Bargaining. The Cabinet has specific duties outlined in ONA's Bylaws, but in general provides support and guidance to ONA's labor department. Members of the Cabinet are committed to empowering healthcare workers to advocate for themselves, their patients, their families, and their communities.

Qualifications

The following are the minimum qualifications to serve on the Cabinet on EGW:

- You must be and remain represented by ONA for purposes of collective bargaining;
- You need to be an ONA member in good standing at the time of nomination or appointment;
- You need to remain an ONA member in good standing at all times during your term; and
- You must have been an ONA member in good standing for two (2) years immediately preceding the call for nomination or appointment

Three or more years of experience serving on other ONA committees, such as a bargaining-unit executive committee, and experience handling grievances, negotiating contracts, or working on an ONA campaign is helpful, but not required.

Term

Cabinet on EGW members serve three-year terms commencing July 1st and can serve no more than two consecutive terms.

Time Commitment

The Cabinet meets face-to-face four times a year for one and one-half days. Monthly calls are held in the evening when needed and last about two hours. Most months when the Cabinet does not meet face-to-face it will have a call. Prior to these meetings, Cabinet members will often need to review documents to prepare for the meetings. Attendance at meetings is expected unless excused per Cabinet policies.

Cabinet members also attend other ONA functions, such as, ONA's House of Delegates (two to three days in even years), Nurse Lobby Day (one day in odd years), and the Bargaining Unit Leadership Conference (one to two days every year). When possible, the Cabinet's face-to-face meetings are scheduled adjacent to these events, to minimize conflicts.

Cabinet members will also occasionally be asked to respond to e-mails, act as a liaison to another body, participate on a job action, serve as a delegate to the AFL-CIO or AFT, and reach out to other bargaining-unit leaders or emerging leaders.

Cabinet members will be asked to support ONA's political efforts, such as, canvassing or phone banking on behalf of candidates or initiatives ONA has endorsed. Participation may be up to four events, each lasting two to four hours, every other year.

Member Support

ONA will reimburse Cabinet members for travel, lodging, meals, and child/pet care associated with meeting attendance or representation of ONA. Mileage is reimbursed at the IRS rate. The child/pet care reimbursement rate is \$100 per day.

Primary Responsibilities

- Fiscal and budgetary—
 - Help develop the Labor Department's budget with the Assistant Executive Director of Labor and the ONA Board of Directors.
 - Oversee the strike, organizing, and defense funds, including whether and how monies in those funds should be invested and spent.
 - Establish policies and provide for the transaction of business and coordination of ONA activities limited to ONA's Labor Department.
 - Occasionally approve and oversee grants to strengthen bargaining units and grow membership.
 - Propose and/or advocate for changes to ONA's Bylaws to increase dues to support the Labor Department or other ONA priorities.

- Strategic—
 - Work with the Assistant Executive Director of Labor to develop policies, plans, initiatives, and programs that support ONA's Labor Department's goals.
 - Work collaboratively with the Assistant Executive Director of Labor to develop and respond to Supreme Court challenges, State ballot initiatives, and/or political headwinds.
 - Help develop expectations for bargaining units and bargaining-unit leaders.
 - Provide for implementation of action and directives of the House of Delegates within prescribed statutory responsibilities.
 - Propose amendments to ONA's Bylaws and resolutions to support ONA's Labor Department and ONA's union members.

- Leadership—
 - Publically support Cabinet decisions and advocate for Cabinet initiatives, even those decisions/initiatives that member disagreed with.
 - Support the interests of the Labor Department and ONA's union membership as a whole, over personal interests.
 - Identify and recruit new leaders to participate in ONA. Mentor emerging activists and leaders on the role of the Cabinet and ONA's Labor Department. Recognize the value of successorship in establishing an engaged membership.
 - Attend ONA, AFL-CIO, and AFT functions in role as member of the Cabinet.
 - See that ONA's Labor Department regularly offers education to support and develop ONA's activists and leaders. Advocate that the ONA Board of Directors budgets for such educational opportunities.
 - Support sanctioned job actions, including participating in such job actions, like informational pickets and strikes.

- Membership Growth—
 - Promote membership in ONA, including talking to new hires and non-members about the importance of membership.
 - Set criteria for external organizing targets. Maintain confidentiality of potential organizing targets. Meet with unrepresented nurses to share ONA experience and encourage their efforts.
 - Monitor internal organizing efforts to ensure membership remains high and engaged.
 - Lobby affiliates, like the AFT, to support ONA's organizing efforts.

Secondary Responsibilities

- Establish standing and special labor relations sub-committees as necessary to implement its duties.
- Vote on whether to sanction job actions taken by ONA's bargaining units or other unions.
- Provide for the trusteeship of bargaining units, including a fair hearing process, in the same manner and for the same limited reasons set forth under Article VIII.5.A&B for the ONA Board of Directors' dissolution of a constituent association.
- Enact policies for the selection of delegates to union bodies, including the Oregon AFL-CIO convention and representatives to other union committees or councils, if applicable.
- Assume such other duties as may be provided elsewhere in these Bylaws and the House of Delegates.
- Review and discuss cases to determine whether grievances proceed to arbitration.
- Resolve disputes within a bargaining unit, such as, how an election was conducted.

- Act as a liaison to certain local bargaining units and touch base with those bargaining units as established by the Cabinet. Report back to the Cabinet on status of those bargaining units.
- From time-to-time act as a liaison to Cabinet on Health Policy, Jobs with Justice, ONA Board of Directors, and other bodies.
- Establish criteria for and select awardees to be recognized by ONA's Labor Department.