



# POSITION DESCRIPTION

 MAJOR, LINDSEY & AFRICA

MAJOR, LINDSEY & AFRICA | 600 13<sup>TH</sup> STREET, NW, SUITE, 750, WASHINGTON, DC 20005 | 202.628-0660

November 2017

## Washington Metropolitan Area Transit Authority

Washington, DC 20005

<http://www.wmata.com>

*Washington Metropolitan Area Transit Authority (“WMATA” or “Metro”) has exclusively retained Major, Lindsey & Africa to conduct a search for a Chief Labor Relations Officer, to be located in WMATA’s headquarters in Washington, D.C. WMATA is an equal opportunity employer. Interested candidates please submit your resume (in MS Word) to the recruiters managing this search, Deborah Ben-Canaan and Edina Beasley, to the MLA recruiter who contacted you about this position, or by submitting your resume to [WMATALaborRelations@mlaglobal.com](mailto:WMATALaborRelations@mlaglobal.com). Please do not contact the organization directly; all resumes sent to the organization will be routed to MLA for handling and will create delays.*

### CHIEF LABOR RELATIONS OFFICER

**Overview:** This is a senior management level position of an extremely difficult and complex nature, with broad strategic responsibilities for highly sensitive issues affecting WMATA’s programs and strategies for labor relations and collective bargaining. The Chief Labor Relations Officer will be responsible for oversight and management of the labor relations programs and staff, and will operate with extensive latitude and independent judgment, in strategic partnership with the Chief of Internal Business Operations (CIBO), the Chief Operations Officer (COO), and the General Counsel.

**Experience:** At least seven (7) years of substantive labor relations and union law experience obtained in a law firm setting.

**Compensation:** Competitive salary and generous benefits commensurate with experience.

**Location:** Washington, D.C.

**Relos:** Yes.

**Bar:** Admitted to the Bar in the District of Columbia and the ability to become licensed to practice law in Maryland or Virginia within one year after commencement of employment.



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## ABOUT WMATA

The Washington Metropolitan Area Transit Authority was created by an interstate compact in 1967 to plan, develop, build, finance, and operate a balanced regional transportation system in the national capital area. Today, Metrorail serves 91 stations over 117 miles of track. Metrobus serves the nation's capital 24 hours a day, seven days a week with a fleet of more than 1,500 buses. Metrorail and Metrobus serve a population of approximately four million within a 1,500-square mile jurisdiction consisting of the District of Columbia, the suburban counties of Montgomery and Prince George's and the Northern Virginia counties of Arlington, Fairfax, Loudoun, and the cities of Alexandria, Fairfax, and Falls Church.

The transit zone governmental jurisdictions are represented on WMATA's 16-member Board of Directors, which is comprised of eight voting and eight alternate members – two from each jurisdiction and the federal government. The local and state jurisdictions provide operating funding to Metro on a shared allocation basis, as well as capital funding matches of certain federal grants. The federal government provides capital funding through the Passenger Rail Investment and Improvement Act (PRIIA) of 2008, as well as through transportation formula funding.

WMATA has approximately 12,500 employees, of which more than 10,000 are represented by five unions, with the Amalgamated Transit Union (ATU) Local 689, being the largest of the five.

## POSITION OVERVIEW

This is a senior management level supervisory position of an extremely difficult and complex nature, with broad strategic responsibilities for highly sensitive issues affecting WMATA's programs and strategies for labor relations and collective bargaining. The Chief Labor Relations Officer will be responsible for oversight of the labor relations programs and staff of 16, and will operate with extensive latitude and independent judgment, in strategic partnership with the CIBO, the COO, and the General Counsel. The position reports directly to the CIBO, John Kuo.

### Day-to-Day Responsibilities:

- Serve as principal advisor to the CIBO and COO on labor policy and strategy.
- Provide focused leadership and strategic management of WMATA's labor relations programs and initiatives, collective bargaining, grievance resolution, case management and representation, labor agreement administration, training, client relationships, and labor cost studies and analyses.
- Serve as chief spokesperson for major collective bargaining efforts.
- Supervise and manage Labor Relations Department staff.
- Establish strategic direction for the Department and its organizational structure.
- Ensure the Department's alignment with WMATA's long term interests and goals in terms of effectiveness, quality of service, and best practices.



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- Build and maintain strategic partnerships with the COO, the Office of the General Counsel, the Department's leadership team, the Authority's Executive Leadership Team (EMT), key officials of labor organizations and other stakeholders.

## QUALIFICATIONS & SKILLS

- **Education and Qualifications:**
  - Juris Doctor degree from an accredited U.S. law school.
  - Admitted to the Bar in the District of Columbia and the ability to become licensed to practice law in Maryland or Virginia within one year after commencement of employment.
- **Required Experience:**
  - At least 7 years of in-depth labor relations and union law experience obtained in a law firm setting.
  - Deep understanding of labor relations and collective bargaining issues.
  - Experience handling union grievances and negotiating/renegotiating Collective Bargaining Agreements.
  - Leadership or management experience obtained in a large scale, complex organization or law firm.
- **Preferred Experience:**
  - Management position with an entity in the public sector focusing on transportation and/or transit issues.
- **Personal Attributes and Traits:**
  - Superior strategic leadership, decision-making, and planning skills.
  - Decisive, forward thinking, energetic and accountable, with a strong work ethic, and executive presence.
  - Ability to shape innovative and creative labor strategies in alignment with long term business goals and objectives.
  - Excellent relationship building and communication skills.
  - Ability to work effectively across organizational lines and with people at all levels inside and outside of the entity.
  - Ability to communicate complicated issues in a simplified manner in writing and during verbal presentations.
  - Collaborative work style, with the ability to build consensus, and drive for results.
  - Broad understanding of labor costing models, principles, and practices.
  - Ability to develop and implement comprehensive strategic initiatives for labor policy and programs.
  - Strong negotiation skills.
  - High initiative, flexibility, proactive approach, and strong follow up skills.
  - High personal standards of ethics and integrity.

## WHY WMATA?

- The opportunity to work for an organization that provides a safe, reliable and vital transit service to hundreds of thousands of working residents in the Washington, D.C. metropolitan area every day.



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- The chance to strategically engage in extremely sophisticated labor relation issues within the context of one of the country's largest and most visible public transportation systems.
  - Opportunity to join a dynamic, high-energy organization essential to the Washington, D.C. metropolitan area.
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## CONTACT INFORMATION

To submit a resume or request additional information, please contact:

**Deborah Ben-Canaan**  
**Partner**  
[dbencanaan@mlaglobal.com](mailto:dbencanaan@mlaglobal.com)

**Edina Beasley**  
**Director**  
[ebeasley@mlaglobal.com](mailto:ebeasley@mlaglobal.com)

**No phone calls please.**

Additional information can be found on [www.mlaglobal.com](http://www.mlaglobal.com)