



MONTGOMERY COUNTY, MARYLAND

# Chief Labor Relations Officer







## THE POSITION

The Chief Labor Relations Officer (CLRO) is a relatively new position that was formalized in 2019. The CLRO counsels and advises the County Executive and all managers of all departments on labor/employee relations matters. This person also builds, maintains and promotes positive relationships with the Unions' representatives and County managers. Interest Based Bargaining is the preferred method of negotiating with the County's Labor partners. The major responsibilities of the CLRO include:

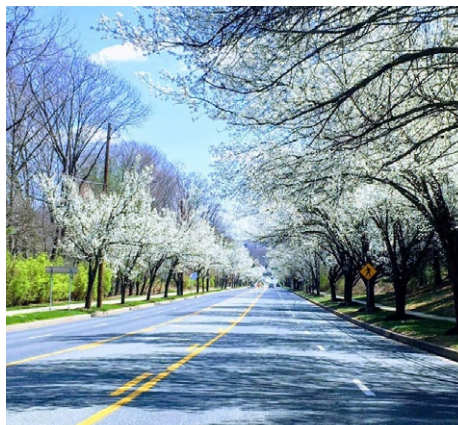
- 1. Collective bargaining and contract administration:** negotiating collective bargaining agreements, training management on the applicable provisions of the agreements and providing advice and counsel on planned management action prior to making a decision.
- 2. CBA approvals:** once both the County Council and labor partners have ratified the agreements, the CLRO issues implementing instructions for affected department management. The CLRO manages

and guides the implementation process through trainings with target audiences.

- 3. Administrative proceedings:** the CLRO provides support to the County Attorney in its efforts to initiate, prosecute, defend, and monitor a wide range of administrative proceedings such as grievance arbitrations, conflict resolution, prohibited practice complaints, Merit System Protection Board (MSPB) appeals, and petitions for judicial review of MSPB rulings.
- 4. Employee Relations Management:** Promotes positive employee relations in support of early intervention strategies and complaint mitigation. Engages with employee group representatives and key stakeholders to achieve successful and sustainable solutions to complex problems and issues with countywide implications.
- 5. Strategic Leadership Management:** Collaborates with others inside and outside the organization to develop and implement policies and programs in support of county mission performance goals. Develops conceptual solutions by creating, planning, facilitating, and evaluating short and long-term strategies in support of change initiatives.

## COUNTY GOVERNANCE AND MANAGEMENT

Montgomery County is managed by an elected County Executive who exercises broad executive power and appoints a Chief Administrative Officer, to whom all department heads report. Legislative and policy authority rests with the County Council, composed of nine members, five elected from districts and four elected at large. The County Council members and the County Executive serve four-year terms.





Montgomery County has a strong tradition of prudent fiscal management and holds the highest bond rating from each of the three major credit rating agencies. The County has a mandatory balanced budget and develops a six-year financial plan as part of its annual operating budget development process. For FY2021, the Montgomery County Government operating budget is \$2.61 billion and has a \$13.0 billion capital budget. The total budget including the school district is \$5.8 billion. To learn more about Montgomery County, visit [www.montgomerycountymd.gov](http://www.montgomerycountymd.gov).

## THE COMMUNITY

On the border of the nation’s capital, Montgomery County is Maryland’s most populous and one of its most affluent jurisdictions. Located on the western

border of the nation’s capital and encompassing 507 square miles, Montgomery County has a 2018 estimated population of 1,052,567. With a variety of cities, towns, and urban districts, several incorporated communities are located within Montgomery County, including Bethesda, Chevy Chase, Gaithersburg, Germantown, Potomac, Rockville (the county seat), and Silver Spring.

Many families seeking high quality of life and excellent schools are attracted to the County and its employment offerings, livable neighborhoods, and safe communities. The population of Montgomery County is diverse, well-educated, and affluent, with a median household income of \$99,763. The County’s workforce is the most educated in the nation with the highest percentage of workers over age 25 holding

### Collective Bargaining Units

***MCGEO - United Food and Commercial Workers, Local 1994 Municipal and County Government Employees Organization (MCGEO)***

UFCW Local 1994 MCGEO is committed to advancing the economic interests of our members, their families and the community through the collective bargaining process; adding value to the work experience and building a stronger, more vibrant community. We will pursue policies and objectives to sustain and protect an effective infrastructure of public services—education, recreation, transportation, commerce and public safety—which improve and enrich the quality of life for all.

***IAFF - International Association of Fire Fighters Local 1664, AFL-CIO***

IAFF’s primary goal was and always will be for the betterment of working conditions, healthcare, wages and pensions.

***FOP - Fraternal Order of Police Lodge 35***

The purpose of Lodge 35 is to uphold and defend the Constitution and laws of the United States, the State of Maryland, and Montgomery County; to advance the science of law enforcement; to promote the administration of justice; and to uphold the honor of law enforcement through improving working conditions of law enforcement officers.

***MCVFRA - Montgomery County Volunteer Fire Rescue Association***

The Montgomery County Volunteer Fire-Rescue Association is a 501(c)(4) tax exempt, volunteer membership association representing the interests of the volunteer fire, EMS and rescue services in Montgomery County, MD.



advanced degrees. Higher education is exemplified within the County by John Hopkins University's Montgomery County campus, Montgomery College, and the University of Maryland – University College Shady Grove, creating a thriving center for advanced educational opportunities. Advanced medical centers include Howard Hughes Medical Institute and the National Institutes of Health.

The most rapid growth within the County's population is in the minority community, increasing from 27 percent of the total population in 1990 to 42 percent in 2010. Almost half of Maryland's Hispanic and Latino residents reside in Montgomery County and 30% of its residents are foreign-born.

The County's public school district is the largest in Maryland and in the top 20 largest school districts nationwide. Its 199 schools, 32 of which are National Blue-Ribbon Schools, serve 165,000 students.

## IDEAL CANDIDATE PROFILE

The Chief Labor Relations Officer is the primary advisor to County management and a critical liaison to collective bargaining units. The ideal candidate will understand, value, and appreciate the variety of opinions and positions of both labor and management. The CLRO will be compassionate and demonstrate common sense to labor issues in the short term, but especially for the long-term benefit of the County and its employees.

This person should be prepared, willing, and eager to roll up their sleeves and explore creative labor initiatives. The CLRO will have previous experience

in public sector collective bargaining, especially with contracts subject to binding arbitration. The CLRO should seek to create relationships and agreements with the freedom and flexibility to adapt to changing circumstances and at the lowest level possible.

The ideal candidate must be an effective, strategic negotiator and embrace the principles of interest-based bargaining: building trust; identifying interests, not positions; and finding options for a path forward collaboratively. The CLRO should have extensive management skills as well as the capacity to administer the collective bargaining process and its implementation through all levels of the organization.

Finally, the CLRO must demonstrate leadership and ownership of the collective bargaining process. This might mean admitting mistakes or making unpopular decisions and trusting in the bargaining process to achieve an ideal labor relations model.

## Education and Experience

- Graduation from an accredited college or university with a Master's degree in Public Administration, Business Administration, Human Resources, or a related field; or a Doctor of Jurisprudence (law degree) from an accredited law school.
- Seven (7) years of experience in labor/employee relations and litigation, preferably in the public sector, which must have substantial experience as the primary negotiator in management-union contracts. Experience in collective bargaining, grievance, and arbitration strongly preferred.





## COMPENSATION AND BENEFITS

The starting salary is negotiable and highly competitive subject to the qualifications, credentials, and experience of the successful candidate. Montgomery County has an exceptional compensation package including pay for performance, medical, dental, life insurance, long-term disability, flexible spending account, defined contribution retirement plan, deferred compensation plan, vacation, sick leave, wellness program, and other highly competitive benefits. The working conditions are outstanding, and the locale is ideal. Relocation assistance will be negotiable with the successful candidate.

## APPLICATION AND SELECTION PROCEDURE

This position is open until filled and may be filled at any time. Interested applicants are encouraged to submit materials, including a resume, cover letter, and a list of six work-related references (two supervisors, two direct reports and two colleagues) as soon as possible to be considered. Resume should reflect years **and** months of employment, beginning/ending dates as well as size of staff and budgets you have managed.

Please go to our website to submit your application: <https://executivesearch.cpshr.us/JobDetail?ID=1663>

For further information contact:



Andrew Nelson  
CPS HR Consulting  
(916) 471-3329  
anelson@cpshr.us  
Website: [www.cpshr.us](http://www.cpshr.us)

Resumes will be screened in relation to the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultants. Candidates deemed most qualified will be referred to the County. Selected candidates will be invited to participate in further interview and selection activities. Applicants selected as finalists for this position will be subject to a criminal history/credit/driver's license check prior to interview. The selected candidate is subject to a medical exam. A comprehensive background investigation will be further conducted by the Montgomery County Police using all available means of information collection available to the public safety community. Information from your resume may be disclosed based on open records requests.

*Montgomery County is an Equal Opportunity Employer and values diversity at all levels of its workforce.*