



Oregon Employment Relations Board Arbitrator and Factfinder Panel Application

To be considered for the Oregon Employment Relations Board Arbitrator Panel, you must submit:

1. A completed application.
2. Two recent arbitration awards, as described in the application.
3. Names and contact information for 6 professional references - at least: two from labor, two from management, and 2 neutrals (ERB will contact references directly).
4. Application fee of \$100.

Applications, including sample awards, may be submitted electronically to Emprel.board@oregon.gov. However, checks should be payable to the **Employment Relations Board** and mailed to 528 Cottage St NE, Suite 400, Salem, OR 97301, with the name of the applicant.

Once complete, the State Conciliator will review your application and make a recommendation to the ERB Board Chair regarding approval. You will be notified of the decision.

Please contact ERB with any questions about the application process or application status via email at Emprel.Board@oregon.gov.

ERB Conciliation Service
528 Cottage St. NE, Suite 400
Salem, OR 97301-3807
Emprel.Board@oregon.gov
Phone: 503-378-3807 / Fax: 503-373-0021

Please indicate the panel(s) to which you are applying:

Grievance Arbitration Panel _____ Factfinding/Interest Arbitration Panel _____

A. Current Biographical Information

- 1) Name: (Mr./Ms./Prof./ Dr.) _____
- 2) **Current Occupation(s):**
Occupation: _____ Since: _____
Occupation: _____ Since: _____
Occupation: _____ Since: _____
- 3) **Preferred Mailing Address and Contact Information**
Street _____
City, State, Zip _____
Phone _____ Email _____
- 4) **Professional Licenses or Certifications:** _____

- 5) **Professional Memberships:** NAA; AAA; LERA
 Other (list): _____
- 6) **Current Corporate, Organization, or Governmental Positions held, if any** (full-time, part-time, elected or appointed): _____

B. Arbitration Experience

- 1) **Current Arbitrator or Fact Finder Rosters:** FMCS _____ AAA _____
Other (list): _____
- 2) **Permanent Arbitrator Panels, if any:** _____

- 3) **Types of Arbitration Cases in Which I Have Experience as an Arbitrator (check all that apply):**
 Grievance Interest Arbitration Factfinding Expedited
- 4) **Public Jurisdictions With Which I Have Experience (check all that apply):**
 State K-12 Schools Higher Education/Community College
 General City/County Nurses Transit
 Police/Fire/Parole/9-1-1 Home Care Corrections

5) Issues You Have Decided:

6) Number of Cases in Last Two Years (from _____ to _____):

First, specify the number of cases in which you were selected as an arbitrator in the last two years in the categories below. Also indicate the number of awards you issued during this same period of time. Please specify the dates of the 2 year time frame above. Cases may be included in more than one category.

- a) Public Sector
Selections: _____ Awards Issued: _____
- b) Private Sector
Selections: _____ Awards Issued: _____
- c) Fact Findings or Interest Arbitrations
Selections: _____ Awards Issued: _____

7) Arbitration Awards

Applicants must submit two recent arbitration awards with the completed application.

You must include an interest arbitration or fact finding award if you are applying to the interest arbitration panel. If you do not have sample arbitration awards to provide, you may submit other types of decisions, such as hearing officer decisions, at the discretion of the agency. If you have not previously worked in a decision-making capacity, please contact us regarding substituting an internship for this requirement.

C. Prior Experience, Education & Other Relevant Information

1) Educational Background

	<u>Institution</u>	<u>Major</u>	<u>Degree</u>	<u>Year</u>
a)	_____			
b)	_____			
c)	_____			

2) Employment History

You may attach a resume if it includes the following information. Otherwise, please provide the information requested below. List most recent employment first.

- a) Firm/Business: _____
Title _____ Dates: _____

b) Firm/Business: _____
Title _____ Dates: _____

c) Firm/Business: _____
Title _____ Dates: _____

d) Firm/Business: _____
Title _____ Dates: _____

3) **Any Other Relevant Information:** _____

D. Professional References

ERB requires two references in each category: labor, management and neutral (Ex: arbitrator, mediator, judge or fact finder). ERB prefers references from Oregon that have experience in collective bargaining, labor relations and/or arbitration. To avoid delays in your application process, we suggest that you provide three names in each category. ERB will contact references directly.

Labor (only two names required):

Name: _____ Position/Title: _____

Company: _____ Phone: _____

City/State: _____ Email: _____

Name: _____ Position/Title: _____

Company: _____ Phone: _____

City/State: _____ Email: _____

Name: _____ Position/Title: _____

Company: _____ Phone: _____

City/State: _____ Email: _____

Management (only two names required):

Name: _____ Position/Title: _____

Company: _____ Phone: _____

City/State: _____ Email: _____

Name: _____ Position/Title: _____

Company: _____ Phone: _____

City/State: _____ Email: _____

Name: _____ Position/Title: _____

Company: _____ Phone: _____

City/State: _____ Email: _____

Neutral (only two names required):

Name: _____ Position/Title: _____

Company: _____ Phone: _____

City/State: _____ Email: _____

Name: _____ Position/Title: _____

Company: _____ Phone: _____

City/State: _____ Email: _____

Name: _____ Position/Title: _____

Company: _____ Phone: _____

City/State: _____ Email: _____

Certification and Signature

I affirm that the information I have provided is accurate, complete and true to the best of my knowledge. I authorize the Employment Relations Board to verify any information contained herein. I affirm that if I am appointed to the ERB panel, I will abide by the ERB rules for arbitrators (OAR 115-040-0030 – 115-040-0035). Specifically, I certify that I am not currently an “advocate” as defined under OAR 115-040-0030(2)(c) and that I will immediately notify ERB should I undertake any activities that fall within the “advocate” definition.

Signature

Date