

POSITION: OPERATION REDBLOCK PROGRAM SYSTEM COORDINATOR

I. PURPOSE AND FUNCTION

The purpose of this position is to support and coordinate the Operation RedBlock (ORB) prevention program effort throughout the CSXT system. It also serves as a liaison to the CSXT Employee Assistance Program to insure that Operation RedBlock meets the needs of the employee population while functioning within the policies and guidelines of the EAP and CSXT policies. Operation RedBlock is a Union-initiated, Company supported program whose purpose is to make CSXT's work environment safe and free from the use of alcohol and/or drugs.

II. RESPONSIBILITIES

Provide leadership, support and direction to the ORB Program and the on-going implementation. Act as a liaison between labor organization leaders, senior and field managers of CSXT and EAP staff in supporting ORB functions. Participate in initial training of new team members and on-going ORB training of existing teams.

Specific responsibilities include:

- A. Support ORB teams through meeting with individual team leaders and being accessible to address specific concerns and issues across the CSXT system.
- B. Assist teams in designing action plans that promote Operation RedBlock's prevention message.
- C. Monitor activities of the prevention teams to insure that the teams continue to function and grow.
- D. Provide feedback to the Director of EAP and the EAP staff on issues that relate to ORB and drug/alcohol testing regulations.
- E. Possess strong verbal and presentation skills.
- F. Be proficient in the use of Microsoft Office Programs such as Excel, Word, PowerPoint, etc.

III. Applicant must be a member, in good standing, of the BMWED. The individual must possess sound decision-making skills and an ability to work independently with a minimal amount of direct supervision. An ability to complete tasks through group and committee structure, preferably as demonstrated through competence as an ORB leader/captain. Should the Applicant be a recovering alcoholic or drug addict, he/she must have a minimum of five years-uninterrupted sobriety through a recognized treatment process.

IV. DECISIONS

It is the responsibility of the ORB Coordinator to oversee ORB activities and program functions with labor and management insuring all activities are within labor, Company and ORB program policies. This will require expertise and insight into the Redblock program as well as an ability to make decisions. Decisions may include defining a particular role within the ORB program, assessing the appropriateness of a promotional idea or addressing an issue of concern to both labor and management.

Under no circumstances should the Coordinator speak or act on behalf of the EAP Counselors in matters related to the diagnosis, referral or treatment of an employee or eligible dependent whose behaviors may suggest a personal problem.

V. CONTACTS

A. INTERNAL

1. ORB teams to support and assist in promoting the prevention message.
2. Labor Officials to insure active ORB teams.
3. Employee population to represent the ORB prevention concept.
4. EAP Counselor's as needed.
5. Carrier line officers to enlist support for ORB promotional activities.

B. EXTERNAL

1. Community resources to provide knowledge and understanding of the ORB program.
2. Employee families to raise awareness of ORB program and provide support if appropriate.
3. International labor organization officers and/or organizational functions to promote the ORB program and provide education to non-participating organizations on the Redblock concept.

VI. DUTIES

- A Participate in activities of all ORB prevention committees
- B. Develop promotional materials to support and educate the work force about Operation RedBlock.
- C. Train the prevention committees in prevention strategies and other intervention skills.
- D. Interface with International union officers to solidify support for Operation RedBlock.
- E. Interface with General Committees to maintain support for Operation RedBlock.
- F. Interface with Senior Management to solidify support for Operation RedBlock.
- G. Interface with Service Lane Managers to maintain support for Operation RedBlock.
- H. Work with CSX customers and outside industries developing peer prevention programs.
- I. Work with FRA and other railroads developing Operation RedBlock programs.

VII. PAY

Pay for this position will be based on the BMWED Production Foreman Rate (currently \$28.15).

In addition to bidding on this position in accordance with the CBA, all applicants must forward a resume outlining their job qualifications, education and participation/experience in the Operation Redblock program and a narrative on what the applicant will bring to the Operation Redblock program.

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All applicants selected for interview will be required to make a presentation to the selection committee. This committee may include but not be limited to; CSX Human Resources representative, Labor representative, Incumbent CSXT System ORB Coordinator, VP/Chief Safety Officer, AVP Medical, Manager of Drug & Alcohol Regulations

Resume's must be received via email or US Mail by June 2, 2014. Any resumes post-marked or received by email after this date will not be considered.