



NOTICE OF OPEN POSITIONS

IBEW Local Union 1439 is currently accepting applications and/or nominations for the following open positions. All members in good standing are encouraged to apply.

POSITION 1 — RECORDING SECRETARY

Position Overview

The Recording Secretary is an elected officer of Local Union 1439 responsible for maintaining the official records and minutes of the Local. This is a position of trust that requires diligence, attention to detail, and a commitment to transparency in union governance.

Duties & Responsibilities

- Record and maintain accurate minutes of all regular and special membership meetings
- Maintain the official correspondence files and records of the Local Union
- Read aloud communications, reports, and correspondence at membership meetings as directed
- Assist the Business Manager/Financial Secretary with administrative duties as needed
- Ensure all records are kept in accordance with the IBEW Constitution and Local Bylaws
- Coordinate with union officers to ensure timely and accurate record-keeping
- Preserve the integrity and confidentiality of union records and proceedings

Minimum Qualifications

- Must be a member in good standing of IBEW Local Union 1439
- Must meet all eligibility requirements set forth in the IBEW Constitution
- Strong written communication skills
- Proficient with basic computer applications (word processing, email)
- Reliable attendance and availability to attend all St. Louis general membership meetings

POSITION 2 — DELEGATE TO THE IBEW INTERNATIONAL CONVENTION

Position Overview

Local Union 1439 is seeking one (1) Delegate to represent the membership at the IBEW International Convention. The Delegate serves as the voice of Local 1439 members on the floor of the Convention and plays an important role in shaping the direction of the International Brotherhood. The convention will be held September 19th – September 25th in San Diego, California.

Duties & Responsibilities

- Represent IBEW Local Union 1439 and its membership at the IBEW International Convention
- Attend all Convention sessions, committee meetings, and related events in their entirety
- Study and be prepared to vote on resolutions, constitutional amendments, and other matters before the Convention
- Consult with Local 1439 leadership and membership prior to the Convention on key issues
- Report to the Local membership following the Convention regarding outcomes and decisions
- Conduct themselves in a manner befitting a representative of Local Union 1439 and the IBEW

Minimum Qualifications

- Must be a member in good standing of IBEW Local Union 1439
- Must meet all eligibility requirements as set forth in the IBEW Constitution
- Must be available to attend the full duration of the International Convention
- Demonstrated commitment to the union and its membership

HOW TO APPLY

Interested members should submit a letter of interest for either position or both to:

IBEW Local Union 1439

Attn: Open Positions

Email: local.1439@ibew1439.com

Please indicate in your submission which position(s) you are applying for. Submissions should include your name, contact information, years of membership, and a brief statement of interest or qualifications. Executive Board will appoint both positions at the Executive Board meeting held on Monday, May 4, 2026. Letters of interest must be submitted by Friday, May 1, 2026.