

CUPE JOB EVALUATION PARTNERSHIP UPDATE

VOLUME 6 – JULY 30, 2018

ABOUT THIS NEWSLETTER

- It's created jointly by the Job Evaluation Partnership Steering Committee (JEPSC)
- A new issue will be developed every 2 months (minimum)
- You can find an electronic copy here:

*CityConnect/Employees/
Career Opportunities &
Job Info/Job
Evaluation/Job
Evaluation Partnership
Project*

- If you have suggestions/ideas for future newsletters, let us know:
jjecprogram@regina.ca

NEXT STEP – GATHER ADDITIONAL INFO FOR SOME JOBS

In the last update we indicated that, during the data collection process, there were number of instances where:

- Jobs were classified the same (even with the same job title) but employees were actually doing very different work
- Jobs were classified differently (even with different job titles) but employees were actually doing very similar work
- Multiple jobs identified as having the same core job duties and responsibilities, leading to confusion about which jobs are responsible for particular tasks

The job description feedback process was delayed as a result of these findings so next steps could be determined.

Jobs Identified for Further Input

Majority of the remaining work focuses on *cross-divisional job categories* (similar jobs that are found in more than one division) which require further input:

- Administrative (includes Engineering Assistants)
- Supervisors
- Coordinator
- Labourers (Skilled and Semi-Skilled)
- Equipment Operators
- Crew Lead
- Foreperson
- Leadperson

A representative group of managers and supervisors (from work areas where the above jobs exist) will be invited to a working session to provide additional information. The intent of these sessions is to collaboratively identify differentiations between jobs. Our goal is to complete these working sessions in August. Note – The above list may be adjusted as the project continues.

ADJUSTMENTS TO THE PROJECT PLAN

Employees will be invited to provide feedback on the revised job descriptions once differentiations between the cross-functional jobs are clarified and all CUPE job description drafts are complete. The review process will remain the same, with both employees and managers both providing comments. We anticipate the revised job descriptions will be distributed in the Fall of 2018.

Although the additional working sessions have extended the project's schedule, the CUPE Job Evaluation Partnership Steering Committee believes it is important to take the time to do this right. This approach has also been supported by the Executive Leadership Team (ELT).

(Continued Next Page)

ABOUT JOB EVALUATION

Job Evaluation (JE) is a process for determining the relative value of jobs within an organization using the same criteria, via a job evaluation tool. JE comparisons are made based on an agreed to set of factors that measure skill, effort, responsibility and working conditions. While JE provides a basis for setting rates of pay between jobs (using job ratings), collective bargaining remains the process for determining rates of pay (salary schedules).

JOB EVALUATION PARTNERSHIP STEERING COMMITTEE

A Job Evaluation Partnership Steering Committee (JEPSC) has been established to oversee development of the job evaluation program and ensure all points of view are fairly represented throughout the process. The JEPSC is representative of all groups (Employer, CUPE Local 21 and CUPE Local 7) that are participating in the project:

CUPE Local 21 <ul style="list-style-type: none">• Maria Kotsetas, Community Services (Union President)• Sarah Huget, Community Services (Union Representative)• Sherri-Lynn Hartman, Water Works (Union Representative)• Assisted by Brad Dale, CUPE National Representative Contact: cupe.21@sasktel.net or 306-352-8282	CUPE Local 7 <ul style="list-style-type: none">• William Pengelly, Finance (Union Treasurer)• Richel Nixon, Development Services (Union President)• Assisted by Brad Dale, CUPE National Representative Contact: wpengell@regina.ca or 306-777-7027
Employer <ul style="list-style-type: none">• Laurie Shalley, Community Services• Chris Warren, Roadways & Transportation• Maria Burns, Human Resources• Jaret Volk, Human Resources Contact: jjecprogram@regina.ca	

Please contact anyone on the Job Evaluation Partnership Steering Committee if you have questions about the project.

"We are committed to a collaborative, joint process that will result in a consistent and sustainable job evaluation program."

-Job Evaluation Partnership Steering Committee

