



Legislation Details (With Text)

File #: 21-149
Type: Consent Calendar **Status:** Agenda Ready
File created: 2/5/2021 **In control:** Personnel Commission
On agenda: 2/17/2021 **Final action:**
Title: Revisions to the Senior Librarian Job Class Specification
Attachments: 1. Att#1 Senior Librarian Rev, 2. Att#2 Senior Librarian Final, 3. Att#3 Community & Library Services Org Chart

Date	Ver.	Action By	Action	Result
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SUBMITTED TO: Personnel Commission

SUBMITTED BY: Travis Hopkins, Assistant City Manager

DATE: February 17, 2021

Subject:
Revisions to the Senior Librarian Job Class Specification

The **Senior Librarian** job classification is assigned to the Community & Library Services Department and represented by the Management Employees Organization (MEO).

Modifications to the **Senior Librarian** job class specification are recommended to: 1) update the reporting relationships; and 2) update the experience requirements. The requested modifications are intended to update the classification to reflect current and consistent job requirements and present hiring standards and do not materially change the fundamental nature of the work performed. The current pay grade remains the same.

The Community & Library Services Department and Human Resources Division have collaborated on the recommended changes to the job classification. MEO has been notified regarding the proposed changes to this classification.

At this time, staff requests the Personnel Commission approve the recommendation in accordance with Personnel Rule 12 regarding amendments to the City’s Classification Plan.

STAFF RECOMMENDATION:

Job Class Title: Senior Librarian

Pay Grade: MEO077

Affected Employees: Two

Recommendation: Approve the updated job class specification

Attachment(s):

1. Senior Librarian Job Class Specification (Red-lined)
2. Senior Librarian Job Class Specification
3. Community & Library Services Org Chart

Cc: Chris Slama, Director of Community & Library Services
Debra Jubinsky, MEO Chief Steward
Aaron Peardon, Senior Labor Relations Representative, OCEA