

SUPPORT STAFF

JOB EVALUATION

COMMITTEE

**Bulletin
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By Email: 3 pages

BACKGROUND FROM PROVINCIAL FRAMEWORK AGREEMENTS

BCPSEA and the Support Staff Unions first agreed to establish a Provincial Job Evaluation Plan, possibly including a regional or local approach, as part of the 2014-2019 Provincial Framework Agreement (PFA). It was then established that the job evaluation (JE) tool to be used in this process would be based upon the CUPE gender neutral job evaluation plan but modifications might be necessary to fit the needs of the K-12 public education sector. The Provincial Job Evaluation Steering Committee was established in 2015 and seven districts with CUPE locals were identified to pilot the plan throughout 2018 and 2019.

The 2019-2022 PFA confirmed that the work of the Provincial Job Evaluation Steering Committee will continue as follows:

- Review the results of the phase 1 pilot and address any anomalies identified.
- Expand the pilot to accommodate ten additional districts/locals including at least two districts with locals other than CUPE to confirm the validity of the tool and the benchmarks.
- Rate the provincial benchmarks and create a provincial job hierarchy.
- Utilize the provincial job hierarchy to evaluate local district hierarchies.
- Identify training requirements to support implementation of the provincial job evaluation plan.

The 2019-2022 PFA recognizes that the provincial job evaluation process is potentially lengthy and onerous, and provides the opportunity for the engagement of additional job evaluation consultants to assist with job evaluation work. It also recognizes the established management right of employers to determine local job requirements and job descriptions. Finally, the 2019-2022 PFA contemplates the disbursement of available job evaluation funds commencing January 2, 2020 or as mutually agreed.

PHASE 1 PILOT UPDATE

The seven Phase 1 pilot districts are:

- School District 6 (Rocky Mountain)/CUPE Local 440
- School District 28 (Quesnel)/CUPE Local 4990
- School District 36 (Surrey)/CUPE Local 728
- School District 42 (Maple Ridge-Pitt Meadows)/CUPE Local 703
- School District 53 (Okanagan Similkameen)/CUPE Local 523
- School District 63 (Saanich)/CUPE Local 441
- School District 68 (Nanaimo-Ladysmith)/CUPE Local 606

Over the past two years, the joint job evaluation committees in the Phase 1 pilot districts were asked to complete a number of job evaluation tasks:

1. Participate in job evaluation project training provided jointly by CUPE and BCPSEA on January 22, 2019.
2. Review and give feedback on the draft provincial benchmarks (previously called provincial job descriptions).
3. Review and give feedback on the draft ratings of the provincial benchmarks, as completed by the job evaluation consultants.
4. Each district committee established, in consultation with the provincial job evaluation consultants, provincial benchmark matches for all of the district's jobs. The committees were subsequently asked to review the match for each job and either approve it, find a new match, or individually rate the district job using the provincial job evaluation plan if no match was found.
5. The district committees provided the data derived from their work to the provincial consultants. All of the data from the seven district committees was received by December 18, 2019 and a preliminary analysis of that data was shared with the Provincial Job Evaluation Steering Committee on January 23, 2020.

Following the pilot districts' initial work, at the end of January 2020 the Provincial Job Evaluation Steering Committee prepared and distributed a questionnaire to the seven pilot districts seeking feedback on the process to date and on possible improvements that might be implemented going forward with the job evaluation project. Survey data is currently being analyzed and received by the Provincial Job Evaluation Steering Committee.

PAY ADJUSTMENT PROCESS

At the December 18, 2019 Provincial Job Evaluation Steering Committee meeting, the Committee reviewed the 2019-2022 Provincial Framework Agreement commitment that, "The disbursement of available JE funds shall commence by January 2, 2020 or as mutually agreed" and recognized, as the Committee does its work, that implementation of the job evaluation plan will be **retroactive to January 2, 2020** within the funding provided under the PFA.

SELECTION OF PHASE 2 PILOTS

Upon completion of Phase 1 pilot work, ten additional districts/locals, including at least two non-CUPE locals, will be selected for the second pilot phase of the job evaluation project. Districts and locals will be provided with an opportunity to express interest in participation in the Phase 2 pilot. Districts and locals will be selected by the mutual agreement of the provincial parties and selection will be based on such criteria as diversity, size, location and types of jobs.

Communication describing the process for districts and locals to express interest in participation in the Phase 2 pilot will be provided by email within the next few days.

PROVINCIAL JOB EVALUATION STEERING COMMITTEE MEMBERS

Tracey Mathieson – CUPE Staff

Rolanda Lavallee – CUPE, Local 2145

Paul Simpson – CUPE, Local 379

Warren Williams – CUPE 15 & President of K-12 Presidents' Council

Renzo Del Negro – BCPSEA

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Advisors:

Anusha Balram – CUPE Staff Advisor (on leave commencing March 2020)

Harpinder Sandhu – CUPE Staff Advisor

Peter Coombes – CUPE Staff Advisor

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Should you have any questions, please contact Tracey Mathieson (CUPE) at tmathieson@cupe.ca or Maureen Carradice (BCPSEA) at maureenc@bcpsea.bc.ca.