

Date: March 31, 2010



TO: Board Members – Vancouver Park Board
FROM: General Manager – Parks and Recreation
SUBJECT: Administrative Report - Position Changes

RECOMMENDATION

THAT the Board approve the creation of 4 CUPE 15 regular full-time positions and 2 CUPE 15 regular part-time positions, with the source of funds as indicated in the body of this report. All positions being created are subject to classification by the General Manager of Human Resources.

POLICY

The Global Budget arrangement with the City allows the Board to establish staff positions at its discretion if funds are in place.

BACKGROUND

The 2010 Operating budget includes adjustments for a number of significant changes to Park Board services, including funds for the opening of a new recreation centre at Southeast False Creek.

This report details some of the initial positions required to operate the new Community Centre at South East False Creek during its first year. It is not a complete list of all positions which may be created in 2010 as some aspects of the facility staffing, including options for cleaning the facility, are still under review and discussion.

The report does not detail changes to any CUPE 1004 regular positions which may be made during 2010, as position changes for CUPE 1004 are not tracked in the same way due to provisions in the CUPE 1004 collective agreement.

DISCUSSION

This report seeks approval to create six regular positions for new services at South East False Creek Community Centre. This new community centre is the city's showcase facility for sustainability, having achieved the highest level design standards. It is serving the Olympic and Paralympic competitors as part of the Athlete's Village and will open to the public during the summer of 2010.

As this is a new facility and it is proposed to operate with a Community Association under an advisory-model joint operating agreement, careful consideration has been given to the number and type of positions required to support the services to be offered to the public. As part of this process, staff have met with representatives from CUPE 15 and discussed the positions proposed to be created below.

It is important to note that options for cleaning the facility are still being evaluated and therefore no regular full time or regular part-time cleaning positions are included in this report. However, while discussions related to facility cleaning are ongoing, there is a need to recruit for the positions currently determined to be required so that the facility opening is not delayed.

The following regular full-time (RFT) and regular part-time (RPT) CUPE 15 positions are required at this time.

Proposed Position Title	Count	FTE	Status	Hours/Week	Pay-Grade	Annual Budget (includes FB)
Maintenance Technician II	1	1.00	RFT	37.5	GR-021	68,900
Recreation Programmer II	1	1.00	RFT	35.0	GR-020	61,800
Cashier Receptionist	1	0.71	RPT	25.0	GR-012	35,200
Program Assistant II	1	0.75	RPT	30.0	GR-012	42,200
Recreation Facility Clerk	1	1.00	RFT	35.0	GR-015	50,500
Communications Coordinator – Park Board	1	1.00	RFT	35.0	GR-025	75,800
Totals	6.0	5.46				\$334,400

In addition to potential positions for cleaning the facility, further position changes may be required once the entire facility, including the boating centre component, is fully operational. Funding for these positions was provided as part of the \$800,000 that is available in the 2010 budget from the allocation for Added Basic.

If approved, the newly created positions will be subject to the City’s review process for vacant positions to minimize the impact on employees affected by service reductions throughout the City.

SUMMARY

The above noted position additions are necessary to support the new services. If approved, the newly created positions will be subject to the City’s review process for vacant positions to minimize the impact on employees affected by service reductions throughout the City.

As always, the creation of new positions is subject to review and classification by the General Manager of Human Resources.

Prepared by:
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