

DATE: August 29, 1996

SUBJECT: HOURS OF WORK FOR REGULAR PART-TIME POSITIONS

RECOMMENDATION

THAT the Board approve changes to the hours of work for regular part-time positions as described in this report.

POLICY

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

BACKGROUND

Regular Part-time employees are employed on a regular schedule of weekly hours which are less than the number constituting full-time employment for an indefinite period of time. Recruitment procedures for these positions are the same as for Regular Full-time positions.

Staff regularly review the work of regular and auxiliary employees to determine if changes in their classification, working hours or duties are warranted.

This report is recommending the alteration to the hours of work for several Regular Part-time aquatic attendants. The rationale is to provide more uniform work weeks, where practical, in order to reduce the incentive for movement from one position to another based solely on the length of the work week. This will reduce the time currently spent on recruiting for vacancies and on training staff for specific positions. Movement of staff from one position to another will remain possible, for appropriate reasons, and will be more easily accomplished by lateral transfers with several positions providing the same hours of work.

DISCUSSION

The following positions are affected by the recommendation:

Position	Current FTE [hrs/wk]	Recommended FTE [hrs/wk]	Comment
#04013 Killarney	0.40 [16]	0.53 [20]	Vacant
#04014 Killarney	0.40 [16]	0.53 [20]	Incumbent agrees to change
#03996 Lord Byng	0.80 [30]	0.53 [20]	Incumbent agrees to change. RFT position was added in 1994
#04016 Renfrew	0.37 [14]	0.53 [20]	Vacant. Another RPT position is already at .53 FTE
#04000 VAC	0.43 [16]	0.53 [20]	Incumbent agrees to change
#04001 VAC	0.43 [16]	0.53 [20]	Vacant

There will not be an impact on budgets. Any additional funding required

will come from auxiliary accounts and any reductions in funding required will be credited to auxiliary accounts.

Prepared by:
Recreation Division
Vancouver Board of Parks & Recreation

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