

Date: April 2, 1998

SUBJECT: STAFF POSITION CHANGES

RECOMMENDATION:

THAT the Board approve the establishment of one (1) regular full-time Youth Services Coordinator.

POLICY

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

BACKGROUND

Staff regularly review the work of regular full-time, regular part-time and auxiliary employees to determine if changes to work hours, duties and employment status are required.

After much review and study by staff and committees, the Board received a report and delegations that outlined the need for a Youth Services Coordinator position within the Recreation Division. The role of the position is to support and serve the Youth Development Workers and youth at all the community centres.

At its meeting of July 28, 1997, the Board allocated funds from the corporate sponsorship dollars to fund the position for 1997. A Youth Services Coordinator was hired effective November 10, 1997. Staff were further directed to provide ongoing funding for the position in the operating budget beginning in 1998.

This report is recommending the official establishment of the Youth Services Coordinator as a regular full-time position.

DISCUSSION

The following are definitions for classes of employees referred to in this report:

Regular full-time employees are employed on a full-time basis for a particular class of position for an indefinite period of time.

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.

Auxiliary employees are employed on a casual basis from time to time as needed.

This is an increase in the level of service as previously authorized by the Board. The funding required will come from existing accounts.

JUSTIFICATION

The Youth Services Coordinator position provides ongoing support to the Board's Youth Services.

Prepared by:
Recreation Division
Board of Parks and Recreation
City of Vancouver
JG