



Date: September 8, 2011

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 10 CUPE 15 regular part time positions with the financial impacts and sources of funds as noted in the body of the 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 and delete staff positions at its discretion if funds are in place.

DISCUSSION

This report seeks approval to make a number of changes to positions as detailed in the report below. These position changes are necessary to support the ongoing work of the Board. Background, funding and details follow for the changes required for the various positions.

Creation of 10 CUPE 15 Regular Part time positions

As part of the work of the auxiliary review committee, auxiliary work across the organization has been reviewed to determine if there is a pattern of work which will allow the establishment of regular positions. Based on these reviews ten regular part time positions are proposed to be created.

The review revealed that there is currently one position which shows a consistent year round pattern of work that allows the creation of the following regular position:

Location	Title	Weekly Hours	Position Status
Kerrisdale Community Centre	Office Support Clerk II	20	Part time

Auxiliary positions at golf course clubhouses were also reviewed as part of the committee's work. This review revealed continued employment of individuals on an ongoing basis, but, due to the seasonal, weather dependant pattern of work in the

clubhouses, a consistent year round pattern of work was not able to be demonstrated. However, the review committee was able to craft a letter of agreement (applicable only to the seasonal golf course clubhouse positions) which was acceptable to both management and the union and which provides for creation of the following nine regular part time positions:

Location	Title	Weekly Hours	Position Status
Fraserview Clubhouse	Cashier – PB	20	Part time
Fraserview Clubhouse	Cashier – PB	20	Part time
Fraserview Clubhouse	Cook Grill Worker	20	Part time
Langara Clubhouse	Cashier – PB	20	Part time
Langara Clubhouse	Head Cashier	18.75	Part time
Langara Clubhouse	Cook Grill Worker	20	Part time
McCleery Clubhouse	Cashier – PB	20	Part time
McCleery Clubhouse	Cashier – PB	20	Part time
McCleery Clubhouse	Cook Grill Worker	20	Part time

In all cases noted in the table above, the source of funds is the existing auxiliary budget at the specified facility.

SUMMARY

The position changes detailed in this report are necessary to support the Park Board public services and to comply with the collective agreement. Once approved, any vacant 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:
Corporate Services
Vancouver Board of Parks and Recreation