



Date: December 1, 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 3 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 Park Board establishes and deletes staff positions at its discretion subject to funding.

DISCUSSION

This report seeks approval to make 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.

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 the most recent reviews three regular part time positions are proposed to be created.

The review revealed that there are currently three positions which show a consistent year round pattern of work that allows for the creation of the following regular positions:

Location	Title	Weekly Hours	Position Status
Kerrisdale Community Centre	Office Support Clerk II	20	Part time
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The funding source for these positions is the existing auxiliary budget at the Kerrisdale Community Centre.

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.

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