PROJECT OBJECTIVES

INFORMED DECISIONS

CAREER POSSIBILITIES

SHARED LANGUAGE
CAREER FRAMEWORK PROCESS OVERVIEW

1. Reviewing the current state (COMPLETED)
2. Designing career framework: streams, levels, functions and families (COMPLETED)
3. Defining work dimensions and develop leveling guides (COMPLETED)
4. Mapping positions to jobs within the framework (MORE THAN 10,500 JOBS MAPPED)
5. Calibrating and finalize career framework and position mapping (Current Focus)
6. Assessing market and designing new pay structure
7. Evaluating cost and developing implementation strategy
8. Finalizing policies and administration guidelines, developing training materials, and planning for change and communication
9. Communicating the new architecture, including pay grades and related policies
PHASE ONE IN PROGRESS

JOB MAPPING
In the summer and early fall, more than 10,500 of UA’s classified staff and appointed positions have been mapped to the career architecture by their supervisor.

FUNCTIONAL CALIBRATION
In the fall, more than 40 functional calibration sessions were held. In functional calibration UCAP brought together subject matter experts to review jobs with like responsibilities to ensure consistent leveling and placement across 25 job functions.

ORGANIZATIONAL CALIBRATION
We are currently completing organization calibration. Organizational calibration brings college or division leadership together to review mapping across functions within a college or division to ensure consistent leveling and placement in the appropriate job functions and families.
WHY CALIBRATE

The goal of calibration is to ensure appropriate and consistent mapping of positions to the career architecture.
# JOB FUNCTIONS & FAMILIES

## University of Arizona

### JOB FUNCTIONS

<table>
<thead>
<tr>
<th>Academic Admin</th>
<th>Faculty (OUT OF SCOPE)</th>
<th>Outreach &amp; Community Engagement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ag &amp; Extension</td>
<td>Finance</td>
<td>Planning &amp; Analysis</td>
</tr>
<tr>
<td>Arts &amp; Creative</td>
<td>Health Care &amp; Wellness</td>
<td>Protection &amp; Safety</td>
</tr>
<tr>
<td>Athletics</td>
<td>Human Resources</td>
<td>Research</td>
</tr>
<tr>
<td>Broadcasting &amp; Journalism</td>
<td>Information Technology</td>
<td>Student Services</td>
</tr>
<tr>
<td>Communications &amp; Marketing</td>
<td>Instruction &amp; Assessment</td>
<td>University Advancement</td>
</tr>
<tr>
<td>Cultural Institutions</td>
<td>Legal &amp; Compliance</td>
<td>University Operations</td>
</tr>
<tr>
<td>Exec Leadership</td>
<td>Libraries</td>
<td>Vet &amp; Animal Care</td>
</tr>
<tr>
<td>Facilities, Grounds &amp; Infrastructure</td>
<td>Organizational Admin</td>
<td></td>
</tr>
</tbody>
</table>

### JOB FAMILY

- Communications
- Content Development
- Interpretation
- Marketing
- Media Relations
- Multimedia
- University Press
CAREER STREAM DEFINITIONS

Manager & Leader (M1 – M7): oversee area of responsibility, plan, prioritize and/or direct responsibilities of employees and/or manages strategy and policy development for a major UA function. Typically have 3+ direct reports.

Professional Contributor (PC1 – PC6): oversee the design, implementation or delivery of processes, programs and policies using specialized knowledge or skills typically acquired through advanced education or equivalent advanced learning attained through experience. Typically salaried positions, though entry levels may include hourly jobs.

Organizational Contributor (OC1 – OC4): provide organizational related support or service (administrative or clerical OR operate in a “hands-on” environment in support of daily activities (e.g., technical, craft, etc.). Typically hourly positions.
WHAT IS NEXT?

- Calibration
- Finalization
- Pay Structure
- Development and Analysis
- Information and Training Development
LOOKING AHEAD

- Finalize Career Architecture
- Implementation and Employee Notification
- Training and Information Sessions
SOME THINGS REMAIN THE SAME

- **RETIREMENT PLAN ELECTIONS:** Retirement plan elections can remain the same
- **VACATION ACCRUAL RATES:** Vacation accrual rates and balances will not be reduced
- **EXISTING TITLES:** Individuals may retain current titles as working titles
- **PAY:** Pay will not change as a result of UCAP
WHAT QUESTIONS OR INPUT DO YOU HAVE?

Questions can also be sent to HR-UCAP@email.arizona.edu