



Department of County Management
MULTNOMAH COUNTY OREGON
Human Resources

Multnomah Building
501 SE Hawthorne, Suite 400
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To: Peggy Samolinski, DCHS, SUN Service System x24564 167/2
From: Elisabeth Nunes, Classification & Compensation Unit 503/4
Date: March 25, 2009
Subject: Reclassification Request #1196 (NEW P.T. Program Coordinator or PDS)

We have completed our review of your request and the decision is outlined below.

Request Information:

Date Request Received: March 13, 2009
Current Classification: N/A
Job Class Number: N/A
Pay Grade: N/A

Position Number: TBD
Requested Classification: Program Coord. Or PDS
Job Class Number: 6022 or 6021
Pay Grade: 25

Request is: Approved as Requested
 Approved - Revised
 Denied

Effective Date: April 1, 2009

Allocated Classification: Program Dev. Specialist
Pay Range: \$23.16 - \$28.47 hourly

Job Class Number: 6021
Pay Grade: 25

Please note this classification decision is subject to all applicable requirements stated in MC Personnel Rule 5-50 and may require Board of County Commissioners' approval. This decision is considered preliminary until such approval is received.

Position Information:

Vacant - see New/Vacant Section
 Filled & incumbent reclassified - see Employee Information Section
 Filled & incumbent not reclassified with position - see New/Vacant Section

New/Vacant Position Information:

If the position is vacant or incumbent not reclassified with position, position must be filled in accordance with the normal appointment procedures. If position is reclassified due to re-organization, a limited recruitment process may be conducted. Please consult with the Department Human Resources Unit for assistance.

Reason for Classification Decision:

The purpose of this position is to design and implement the Oregon Early Childhood-Community School Linkages Project. This is a three-year grant funded project through the Kellogg Foundation. Essential job functions include convening key partners and leaders to develop and implement project; identify, develop, and collect project data for evaluation and reporting; offer presentations and disseminate findings; and research best practices to guide ongoing implementation. These and other responsibilities best fit the Program Development Specialist classification.

Appeal Rights

The outcome of a reclassification request may be appealed under Article 15 of the Local 88 contract by filing a Step 3 grievance within fifteen (15) days of receipt of this notification letter.

If you have any questions, please feel free to contact me at 503-988-5015 ext. 22342.

cc: Paula Brunt, HR Manager
Gary Miguel, HR Analyst
Pauline Reed, HR Maintainer
Local 88
Class Comp File Copy