

## **BILL/ RESOLUTION REQUEST**

- 1. Title:** Approves a title and pay grade change for Classification #1375 from Pool Supervisor to Pool Coordinator.
- 2. Requesting Agency:** Career Service Authority
- 3. Contact Person *with actual knowledge of proposed ordinance***  
**Name:**Seth Duhon-Thornton  
**Phone:**720-913-5664  
**Email:**seth.duhon-thornton@denvergov.org
- 4. Contact Person *with actual knowledge of proposed ordinance who will present the item at Mayor Council and who will be available for first and second reading, if necessary***  
**Name:**Heather Britton  
**Phone:**720-913-5699  
**Email:**heather.britton@denvergov.org
- 5. Describe the proposed ordinance, including what the proposed ordinance is intended to accomplish, who's involved**
  - a. Scope of Work**

1. Classification Notice 1375- Pool Coordinator is a title and pay grade change from Pool Supervisor (117-Z). The Department of Parks and Recreation's Recreation Division requested that Career Service Authority (CSA) change the pay grade and classification title for Pool Supervisor. The growth of aquatics programming and the expanded hours of operation for recreation center pools has created an operational need for the Recreation Division to hire employees classified as Pool Supervisor in the position category of full-time as defined by Career Service Rule 5-33 (B) 1. Currently the pay grade for the Pool Supervisor classification is in the Community Rate Pay Schedule which is "applicable for classifications in the sports and entertainment field which do not have traditional year-round or seasonal schedules" (Career Service Rule 8-30 A). In order to allow the flexibility for the division to hire employees to perform this work in any position category (full-time, part-time or on-call), it is proposed to move the classification to a non-exempt salary schedule. Additionally, it is proposed to change the title of the classification from Pool Supervisor to Pool Coordinator. The use of the word supervisor in a classification title has a certain distinction within the city's classification and pay plan. Typically, supervisory classifications are designated to perform the full scope of supervisor duties and operate at a level within the organization's structure that is just below management. The Recreation Division's classification that operates at that level is the Recreation Supervisor, which is the position the Pool Supervisor reports to currently. It is more consistent with the titling schemes in the classification and pay plan

and the Recreation Divisions position hierarchy to title the position Pool Coordinator.  
No immediate budget impact

**b. Duration**

permanent.

**c. Location**

n/a

**d. Affected Council District**

n/a

**e. Benefits**

n/a

**f. Costs**

No immediate budget impact.

**6. Is there any controversy surrounding this ordinance, groups or individuals who may have concerns about it? Please explain.**

No.

**Bill Request Number: BR12-0981**

**Date: 12/26/2012**