

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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Lyneir R. Cole
Merit Board Chair
Jeff Brownfield
Executive Director

TO: Designated Employer Representatives/Human Resources Directors
 Classification Personnel
 Testing Personnel

FROM: Omeka Brown *OB*
 Human Resource Representative, Classification, Examination and Compensation

SUBJECT: Final Status Notice for the Media Writer/Producer/Announcer

DATE: March 8, 2018

Consistent with our obligation to administer and maintain the University System classification plan, this communication shall provide the final notification and effective date of revisions to the following classification(s):

Classes are currently used by: ISU, NIU, SIUC, UIS, WIU

<u>Current Class</u>	<u>Action Proposed</u>	<u>Revised/ New Class</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Exam Components</u>	<u>Effective Date</u>
4521 Radio/ Television Producer/ Announcer I	REVISE/ CIT	4521 Media Writer/ Producer/ Announcer I	308	02/ Semi- Professional	211/ Broadcasting (Radio)	CA	04/15/18
4686 Radio/ Television Producer/ Announcer II	REVISE/ CIT	4686 Media Writer/ Producer/ Announcer II	308	02/ Semi- Professional	211/ Broadcasting (Radio)	CA	04/15/18

Voiding/Deleting Registers

The employment registers for the Radio/Television Producer/Announcer I and Radio/Television Producer/Announcer II should be voided at the close of business on April 14, 2018. All testing materials related to these titles should be destroyed.

Class Specification and Examination Components/Instruments

The revised class specification and examining instruments for the Media Writer/Producer/Announcer Series (Credentials Assessment) will be effective (available per E-Test) April 15, 2018. For details on class specification and other information i.e. occupational area, work area, promotional line, etc., visit the class specification link at our website at www.sucss.illinois.gov.

Pay Rate/Ranges

Where necessary, employers should make adjustments to or establish new pay rates/ranges to accompany the above changes. In some instances, establishing a wide pay range will optimize the opportunity of each employer to properly reflect their individual compensation programs for these operations and positions.

Seniority

Seniority calculations should be reviewed and established based on the final classification assignment.

If you have any questions or need additional information, please contact Omeka Brown at (217) 278-3150 Ext. 230 or at omekab@sucss.illinois.gov.