

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

Sunnycrest Center
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Julie Annette Jones
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 Community Outreach Worker

DATE: February 26, 2021

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

Community Outreach Worker

Class is currently used by: ISAC, NEIU, SIUSM-FCMC, SIUC, SIUE, SIU-SM, UI-CH, UIC, UI-CEHE, UIUC

<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>
4520 Community Worker	REVISE	4520 Community Outreach Worker	NONE	04/ Clerical	071/ Social Services	KT	2/26/21

Voiding/Deleting Registers

The employment registers for the Community Worker classification should be voided at the close of business on Thursday, February 25, 2021. All testing materials related to this title should be destroyed.

Class Specification and Examination Components/Instruments

The revised class specification and examining instrument for the Community Outreach Worker classification (Knowledge Test) will be effective (available per E-Test) February 26, 2021. 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) 278-3153 or at omekab@sucss.illinois.gov.