

# STATE UNIVERSITIES CIVIL SERVICE SYSTEM

**Sunnycrest Center**  
**1717 Philo Road, Suite 24**  
**Urbana, Illinois 61802-6099**



**Julie Annette Jones**  
**Merit Board Chair**  
**Gail Schiesser**  
**Executive Director**

TO: Designated Employer Representatives, Classification and Testing Personnel

FROM: Danielle Routh, Human Resource Manager  
Classification, Examination, and Compensation Division

SUBJECT: Final Status Notice for the Peer Support Series

DATE: December 14, 2022

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

**Peer Support Assistant**  
**Peer Support Specialist**  
**Peer Support Supervisor**

Classes are proposed to be used by: SIUSMS

<u>New Class</u>	<u>Action</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Change-in-Title Policy</u>	<u>Exam Components</u>	<u>Effective Date</u>
3021 Peer Support Assistant	NEW	386	04/ Clerical	071/ Social Services	1	CA	12/15/22
3022 Peer Support Specialist	NEW	386	04/ Clerical	71/ Social Services	1	CA	12/15/22
3023 Peer Support Supervisor	NEW	386	03/ Managerial	071/ Social Services	1	CA	12/15/22

\*Change-in-Title policy requirements reflect revised procedures issued 11/14/07. Change-in-Title actions listed above are strongly recommended, with positions assigned to the appropriate new/revised classifications based on a thorough review of job duties and assignments.

### Classification and Examination Components/Instruments

The new class specification and examining instruments for the Peer Support Series classifications will be effective (available per E-Test) on December 15, 2022. 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](http://www.sucss.illinois.gov).

### Pay Rate/Ranges

Where necessary, employers should adjust and/or establish new pay rates/ranges to accompany the above changes. In some instances, establishing a wide pay range will optimize the opportunity for 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 Danielle Routh at (217)-278-3150 or [Danieller@sucss.illinois.gov](mailto:Danieller@sucss.illinois.gov).