



**POSTING IS REQUIRED**

**Classification Notice No. 1731**

**To:** Agency Heads and Employees  
**From:** Kathy Nesbitt, Executive Director of the Office of Human Resources  
**Date:** July 22, 2022  
**Subject:** Proposed Change to the Classification and Pay Plan

**The proposed change amends the Classification and Pay Plan by creating the new classification of Executive Director Board of Ethics.**

The Ethics Board requested that the Office of Human Resources conduct a position audit to ensure that the current Executive Director of the Board of Ethics is assigned to a classification and pay grade that optimally supports the scope of work and skill requirements to effectively perform the director's role. No current job specification reflects the nature and responsibilities of the Executive Director, so it is proposed to establish a new classification: Executive Director Board of Ethics.

**NEW CLASSIFICATION**

**Proposed Classification Code/Title**

OL3383 Executive Director Board of Ethics

**Proposed Pay Grade**

EX-18 (\$122,601 - \$165,512 - \$208,422)

Per Career Service Rule 7-37 A – "If it is determined that changes to the Classification & Pay Plan are necessary, the effective date of any resulting changes to the Classification & Pay Plan shall be the beginning of the first work week following approval by the mayor or by the City Council over the mayor's veto. Provisional classifications resulting from changes to the Classification & Pay Plan may be used upon approval by the OHR Executive Director or Board but use for longer than six months is contingent upon City Council approval."

**Public Hearing:** Yes  No  in accordance with Career Service Rule 7-21

Please submit any questions or comments on this proposal in writing to [compensation@denvergov.org](mailto:compensation@denvergov.org) by 8:00 AM on **Thursday, August 4, 2022**. Please include a contact name and phone number so that we may respond directly.

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