



POSTING IS REQUIRED

Classification Notice No. 1851

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: February 14, 2025
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by changing the classification titles of Addictions Counselor II to Addiction Counselor I, Addictions Counselor III to Addiction Counselor II, and Addictions Counselor Lead to Addiction Counselor Lead.

At the request of the Department of Public Safety, it is proposed to change the titles for three classifications in the Addictions Counselor series, which is currently not being used, though the Department of Safety has plans to use it. Addictions Counselor II (NE-09) will be changed to Addiction Counselor I, Addictions Counselor III (NE-11) will be changed to Addiction Counselor II and Addictions Counselor Lead (NE-13) will be changed to Addiction Counselor Lead to align with city naming conventions. These classifications perform intake and assessment, conduct individual and group counseling/education for substance abuse clients, develop and implement client treatments plans, and refer clients to appropriate program and services.

TITLE CHANGES

<u>Current Classification Title</u>	<u>Proposed Classification Title</u>	<u>Current Pay Grade & Range</u>
Addictions Counselor II	Addiction Counselor I	NE-09 (\$20.76-\$25.95-\$31.14)
Addictions Counselor III	Addiction Counselor II	NE-11 (\$23.33-\$29.16-\$35.00)
Addictions Counselor Lead	Addiction Counselor Lead	NE-13 (\$26.21-\$32.76-\$39.32)

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 by 8:00 AM on **Thursday, February 27, 2025**. Please include a contact name and phone number so that we may respond directly.