



POSTING IS REQUIRED

Classification Notice No. 1754

To: Agency Heads and Employees
From: Kathy Nesbitt, Executive Director of the Office of Human Resources
Date: February 3, 2023
Subject: Proposed Change to the Classification and Pay Plan

The proposed change amends the Classification and Pay Plan by creating one classification called Library Branch Supervisor.

Denver Public Library requested a new classification that will be responsible for overseeing library branches, including personnel within the branch and will report to a management position within the Central Library. It is proposed to assign the Library Branch Supervisor to pay grade EX-10, which appropriately places this new classification between the EX-08 Senior Librarian and EX-12 Library Manager classifications.

NEW CLASSIFICATION

<u>Job Code</u>	<u>Proposed Class Title</u>	<u>Proposed Pay Grade & Range</u>
LA3325	Library Branch Supervisor	EX-10 (\$67,488-\$89,421-\$111,355)

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 16, 2023**. Please include a contact name and phone number so that we may respond directly.

Office of Human Resources
201 W. Colfax Ave. Dept. 412 | Denver, CO 80202
p: 720.913.5751 | f: 720.913.5720
www.denvergov.org/humanresources