CRPWG Update and Open Forum
January 30, 2017

Clinical Research Professionals Working Group
Overview

- What’s happened so far and who has been involved?
- Where we are with the tier system
- Timeline for tiering process
- Hear from you!
Stakeholders

- Governance (Vice Deans, HR, R&R)
- Ad Hoc Workgroups
- Research Community
- CRPWG committee (HR, R&R, DOCR, Community delegates)
- Departments (HR, Bus Managers)
- Faculty
What’s happened so far?

We are here!
Where are we now? Current emphasis - tiers

• Incumbents were set in tiers based on competencies as reported by employee plus manager endorsement
• In the near future, to advance in tiers, will have assessment of competencies and other characteristics
• Tier is based on employee, so want to ensure that they have ability to advance by virtue of their own abilities
• Working on specific details of tier advancement process now
The tiers

- Tier is with the person, not the position
  - Your job doesn’t define you, you define you.
  - Why does this feel like a switch?
- Title finder process – tiers not included
- May turn our old workforce pyramid upside down = better qualified workforce
The tiers from an HR perspective

“When we use tiers for Duke jobs it allows incumbents to achieve learning and proficiency targets that are mutually beneficial to the staff member and the organization. Without needing to modify the overall job classification, there are clear and transparent tiers within the job that promote advancement in skills and knowledge, often with accompanying financial rewards for achieving those outcomes.

A tier structure provides additional support for broader equity related to compensation and recognition for job skill progression. Rather than needing to make individual modifications to job levels that require reclassification and differentiation compared to other incumbents doing the same or similar work, tiers allow for advancement within the same job classification based on criteria that can be achieved by all incumbents who are interested and motivated to take on the additional learning over time in their role.”

David Smithwick, Chief Human Resource Officer at Duke University
Timeline of tier process

- **Dec-Mar**: Weekly workgroups to determine tier movement process
- **Apr**: Communicate about tier advancement (memo/town hall)
- **May**: Begin working with managers on process
- **June/Jul**: Train managers in tier assessments
- **Aug/Sep**: Assessments conducted & employees assemble tier packets
- **Oct**: Committee reviews
- **Nov**: Tier change is effective
Thank you!

CRPWG Governance
Central HR: David Smithwick, Betsy Hames
R&R: Andrea Doughty, Heather Gaudaur
SOM Leadership: Mark Stacy, Jill Boy
DOCR: Denise Snyder, Terry Ainsworth, Rebecca Brouwer

CRPWG Working Group
Research Community: Debbie Hannah, Tara McKellar
DOCR: Denise Snyder, Rebecca Brouwer, Catee Mullen, Christine Deeter
HR: Betsy Hames
Departmental HR: Angie Cain, Leann Hinson

Tier Advancement Working Group
Sharon Minda, Wendy Bloomer, Debbie Hannah, Tara McKellar, Ana Garcia-Turner, Simona Farcas, Heather Keuhn, Sara Patillo, Steven Shipes, Phyllis Kennel, Jennifer Hamill

RPL Working Group
Stuart Carr, Johanna Johnson, Derek Jones, Kristin Weaver, Dianne Satterfield, Connor Drake

Title Finder Committee
Emily Jackson, Bonnie Vernarelli, Joan Wilson, Debbie Hannah, Terry Ainsworth, Sydnee Crankshaw, Jennifer Hamill

And many, many more of you during the job description development process, open meetings, etc.