UCAP Reaches Milestone With Draft of Job Functions and Families

Division of Human Resources
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A key milestone has been reached in the University Career Architecture Project, according to the Division of Human Resources.

Working with the global consulting firm Mercer and synthesizing feedback from across the University, the project team has published a working draft of the job functions and families. The proposed structure can be viewed here [1].

UCAP is designed to develop an easy-to-understand career framework that supports career progression and makes it possible to match UA jobs with jobs in the external market for compensation analysis.

Approximately 250 subject matter experts have helped build the developing career architecture, ensuring that it accurately reflects the variety of jobs across the University. In the employee job mapping step of the project, employees will work with their supervisors to review their current positions, including duties and minimum qualifications, and match the positions to jobs within the new architecture.

"Based on UA community input, we have organized the University's jobs into functions and families, spanning across departments, colleges and divisions, which will provide employees with a way to identify advancement opportunities in their careers," said Jan Myers, director of compensation and UCAP's project director. "The framework will provide the structure required to make informed compensation decisions, create a shared language for common career models, and define career possibilities for the vast array of professions at the University."

The framework will result in current classified staff and appointed professional positions being categorized by job functions, job families, career streams and job levels. Faculty, student employees, postdoctoral scholars and graduate assistants are not included in this project.

For definitions of the career architecture components, please visit the glossary of terms here [2].

Once subject matter experts have revised and vetted the architecture, the content will be shared with the University community, along with training materials to inform the job mapping process. Upon completion of job mapping, the project will proceed with phase two, which includes the assessment of market information and the design of a new pay structure.
“We are indebted to the University community for continuing to provide their feedback, and ensuring that the architecture is both market referenced and reflective of the University of Arizona,” Myers said. “We continue to work closely with University partners and the UCAP Advisory Council [3] and look forward to sharing the next steps soon.”

Visit ucap.arizona.edu [4] for updates and more information on the progress of the project.

Source URL: https://uaatwork.arizona.edu/lqp/ucap-reaches-milestone-draft-job-functions-and-families

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