



USW Joint Job Evaluation Review Program Launch

As members of the University community are aware, as part of an agreement between the United Steel Workers (USW) Local 4120 and the University to review the USW Job Evaluation Plan, the Joint Job Evaluation Steering Committee (JJESC) has been performing an extensive review of the USW Job Evaluation System and Tools. There were several reasons to undergo this process including contemporizing the tool, reviewing certain elements considered and their weighting as well as reviewing the joint process for job evaluation. The outcome of the work of this committee is a brand-new, customized USW Job Evaluation Rating Manual, online Job Information Questionnaire (JIQ) and a revised Job Evaluation User Guide. Over the last few years, the JJESC has been completing a multi-phase Job Evaluation Pilot Test. This involved collecting job information using the Job Information Questionnaire from incumbents and supervisors from a cross section of positions throughout the bargaining unit. Using the completed JIQ's, positions were evaluated by a joint rating committee and based on the work done by this group, feedback that was received was used to make subsequent enhancements to the JIQ system and Manual. Following the evaluation of a representative sample of JIQ's, the JJESC began the final phase which involved analyzing the rating data to inform factor weighting distributions that was needed to finalize the new USW Job Evaluation System. This was important to ensure that the new system was tested and calibrated appropriately to ensure the new tool and processes accurately captured and valued the wide range of work within the bargaining unit.

Having undergone an extensive review and analyses of the various plan options, the JJESC is pleased to announce that the pilot has now been completed and the new tool will officially be launching on July 1, 2021. After this date, utilization of the former job evaluation tool and associated job fact sheet will end and all positions within the bargaining unit will be evaluated by Human Resources using the new job evaluation tool. Over the coming months, USW and the University will provide managers and members with further details around new processes and the multi-year implementation plan to ensure all USW positions are evaluated using the new tool. For those positions that were part of the pilot phase, Human Resources will be communicating and

processing the job evaluation results, including letters, rating records, and any required salary adjustments. Results will be released as they become available, with all pilot group results being sent no later than August 31, 2021.

The JJESC would like to acknowledge the time and effort put forward by both representatives of the University and USW to ensure the success of this initiative. The committee would also like extend thanks to all staff and supervisors for the continued patience demonstrated during this extensive review and implementation. Should you have any questions, please do not hesitate contact Susan Diep, Manager, Compensation (sdiép@uoguelph.ca) or Carole Ann Lacroix (botcal@sympatico.ca).

USW Joint Job Evaluation Steering Committee:

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