

# GREATER JOHNSTOWN CAREER & TECHNOLOGY CENTER

SECTION: EMPLOYEES

TITLE: CREATING A POSITION

ADOPTED: January 22, 2008

REVISED:

<p>1. Authority</p>   <p>SC 1850.1 Title 22 Sec. 4.4</p>   <p>SC 1075, 1142</p>	<p style="text-align: center;">301. CREATING A POSITION</p> <p>Positions for administrative, professional and support employees shall be established by the Joint Operating Committee in order to provide the effective leadership and management necessary to operate the center and to provide quality educational programs and services, consistent with the needs of the center and the resources of the community.</p> <p>The need for creating positions shall be determined by the Joint Operating Committee, based on the recommendation of the Administrative Director. The Joint Operating Committee reserves for itself the final determination of the number and type of staff positions deemed necessary for effective management and operation of the center.</p> <p>The initial salary or salary range for a new position shall be determined by the Joint Operating Committee when creating the position, based upon the recommendation of the Administrative Director and supporting documentation.</p> <p>In the exercise of its authority to create a new position, the Joint Operating Committee shall give primary consideration to the following:</p> <ol style="list-style-type: none"> <li>1. Effective management of center programs.</li> <li>2. Number of students enrolled.</li> <li>3. Special needs of students.</li> <li>4. Operational needs of the center.</li> <li>5. Financial resources of the center.</li> </ol> <p>The Administrative Director shall be responsible for recommending a new or additional administrative, professional or support position.</p>
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