



AGILE WORK DELIVERY MODEL IMPLEMENTATION GUIDE: Regular Employees

When to Implement:

The work must be done by a County employee, according to the County Charter or other legal and financial requirements; OR the work must meet the following criteria such as:

- **Organizational Risk** - The level of risk with the likelihood of occurrence and/or impact of job duties involving financial resources, legal/regulatory/compliance, operations, technology, capital assets, and/or reputation of the County.
- **Policy Level Work** - Responsibility for determining organizational policies and decision-making associated with those policies.
- **Critical Decision Making** – Responsibility for high-level significant decisions that impact the County’s financial resources, infrastructure, or human resources.

Other Considerations:

- Health and Safety
- Management/Supervisory Responsibility
- Continuity/Institutional Knowledge
- Training Requirement
- Market Value of Critical Skills

Compensation:

- An employee’s salary would be defined by the employee classification.
- Full benefits and a defined benefit retirement plan and retiree health benefits included in compensation package.

Advantages:

- Increases ability for departments to address financial challenges by strengthening the requirements for appointing a fully benefitted Regular employee to fill a vacancy.
- Ensures continuity of service, professional and community relationships, and institutional knowledge and memory by encouraging the strategic placement of key employees as needed.
- Maintains easy mobility and job transfer for qualified candidates who are already employed by the County.

About the Regular Employee Work Delivery Model

Regular employees provide stability and consistency to the County’s many operations and functions. They are used for ongoing core work where consistency and historical knowledge are key to the success of the agency. Policy and decision making positions are typically reserved for Regular employees.

Example:

- Social Worker in Child Protective Services
- Financial Services Manager II
- Personnel Payroll Specialist