



AGILE WORK DELIVERY MODEL IMPLEMENTATION GUIDE: Term Employees

When to Implement:

- Work is projected to last at least 6 months, to a maximum of 3 years.
- Work is limited term for reasons listed below:
 - Temporary absence of incumbent
 - Short-term variations in workload, including seasonal work
 - Short-term special projects/assignments/pilot programs
 - Temporary filling of vacant positions
 - Intermittent work
 - Temporary staffing prior to implementation of organizational or technological changes

Compensation:

- An employee's salary would be defined by the employee classification.
- Full benefits and a defined contribution retirement plan included in compensation package.

Advantages:

- Increases flexibility for departments to fill vacant positions when needed.
- Enables departments to fill assignments that may last longer than the hour limits set for extra-help employees.
- Increases ability to continually attract, retain, and turnover when necessary, a diverse talent pool with current skills, expertise, ideas and career ambitions.
- Positions County to more successfully compete for staff who value current salary over lifetime pension.
- Reduces County's long-term liability costs due to limits in pension contributions.

About the Term Work Delivery Model

The Term Employee work delivery model promotes greater agility and adaptability to the changes the County increasingly faces in delivering public services in an effective and efficient manner. The limited-term nature of this work delivery model may attract talented individuals who are focused more on short-term employment objectives and are not necessarily seeking a long-term employment commitment.

Examples:

- Capital Projects Manager in the Department of Public Works to address project backlog.
- HR Technicians to augment/backfill new resource requirements.

Next Steps:

1. Fill out Agile Organization Request and Tracking Form and submit to Payroll/Personnel Clerk.
2. At the end of the pilot, program managers will be asked to evaluate the effectiveness of the pilot using the criteria provided by the Human Resources Department.
3. Human Resources Department will collect information and format it for reporting.