

MEMORANDUM OF AGREEMENT

Between

THE GOVERNMENT OF THE PROVINCE OF BRITISH COLUMBIA

Represented by the

BC PUBLIC SERVICE AGENCY

And the

B.C. GOVERNMENT AND SERVICE EMPLOYEES' UNION (BCGEU)

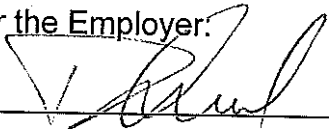
Respecting the Community Program Officer Classification Series

1. The parties agree to the establishment of a new Community Program Officer (CPO) series as described by the inclusion criteria attached as Appendix A.
2. Existing Community Program Officer classification series, such as the Community Program Officer (EAW) R15, will retain their inclusion criteria and not be impacted by the introduction of this new CPO series.
3. Appendix 3C of the 14th Master Agreement will be amended to include the following classifications:
 - Community Program Officer R15 (proposed class code 501250)
 - Community Program Officer R18 (proposed class code 501251)
4. Additional classification levels will be added to the series as they are required (e.g., CPO R21, CPO R24).
5. The Community Program Officer R15 (class code 501250) will include positions that meet the inclusion criteria (Appendix A) and have been evaluated at Range 13 or Range 14 using the Public Service Job Evaluation Plan (PSJEP).
6. The effective date of the above noted changes will be August 1, 2009.

For the Union:



For the Employer:



Sept 17/09

Date:

09/09/09

COMMUNITY PROGRAM OFFICER

Responsible for administering and implementing a variety of social assistance programs and community services, and assisting clients with personal, legal and social problems.

Inclusion:

Positions included in the Community Program Officer series are those in which one or more of the following activities are of primary importance:

- Interviewing clients to obtain history and/or background information on client's personal social issues and/or current problems;
- Conducting assessments to evaluate the urgency of client issues and/or safety concerns;
- Assessing, investigating, and/or approving eligibility for social benefits;
- Providing basic counselling as a means of assisting clients to resolve issues and to aid in case management;
- Meeting with clients to assess their progress, give support and discuss any difficulties or problems and referring them to other social services, if required;
- Implementing community and social service programs under the supervision of social workers or health care professionals;
- Maintaining contact with other social service agencies involved with clients to provide or gather information and obtain feedback on clients' overall progress; and
- Supervising and/or coordinating/directing of any of the above.

Exclusion:

Excluded from the Community Program Officer series are positions for which the primary duties and responsibilities are specified in the inclusion criteria of another series.