Market Adjustments - Policy Analyst Inclusion Criteria

To be eligible for a market adjustment, positions must meet the following inclusion criteria.

Inclusion Definition:

Policy Analysis is the function of coordinating, leading and/or participating in the evaluation and development of the strategic framework and initiatives that establish the regulatory and legislative direction of the ministry, commission, or agency, and ensure that the organizational mandate, goals and objectives are being met.

Inclusion Statements:

1.   Creates and manages processes to provide advice and achieve decisions relating to the strategic mandate.
2.   Assimilates the input of interest groups and multi-jurisdictional stakeholders to establish positions on major issues and/or programs relative to the organizational mandate.
3.   Establishes options pursuant to a political mandate, intergovernmental agreement, major government reports, or other major issues to address problematic areas and/or the need for a strong government statement.

Exclusions:

Specifically excluded are positions where the primary focus is on:
1.   Research or data modelling to support policy options.
2.   Operational policy pertaining to specific initiatives where the intent is to meet existing regulations and legislation.

Note: Positions must meet the inclusion definition and meet at least one inclusion statement.

The inclusion statement is intended to capture the Senior Policy Analysts in the bargaining unit. The inclusion statements are considered to be of equal scope in defining such positions.

Although not specifically part of the inclusion criteria, the following statements are indicative of Policy Analyst positions that will meet the criteria:
- The issues dealt with by the position are major priorities (i.e. very high in terms of government priorities and/or impact on the public).
- The position will typically operate from a headquarters environment.
- The scope of issues dealt with by the position will impact the overall ministry, a large division of a ministry, or a major provincial population.

Sub-definitions

Policy Analyst positions must also meet one of the following four sub-definitions. The sub-definition will determine the Class Code for the position:

1. Social, Information and Health Policy

Policy that influences the well-being, safety and quality of life of individuals, groups and populations. Social, Information, Health policy ensures that minimum standards of welfare exist and/or the welfare needs of specific demographic groups are addressed. Social, Information, Health policy addresses issues relating to accessibility to employment, education, health care and social services. Social, Information, Health policy may be inclusive of initiatives relating to areas such as, but not limited to, child protection, crime, immigration, aboriginal issues, universal health care, and wealth redistribution.

2. Finance Policy

Policy that influences the fiscal viability of individuals, business, industry and government. Financial policy will impact provincial revenues, disbursements and cash management. Financial policy may be inclusive of major projects and changes to financial management initiatives relating to areas such as, but not limited to, risk management, taxation, public works financing, and general accounting.

3. Economic Policy

Policy that influences the economic prospects and the economic environment of communities, geographic areas and/or the province. Economic policy will impact the direction, growth, and/or containment of business, industry, trade, and commerce. Economic policy may be inclusive of such areas as, but not limited to, subsidy programs, provision of infrastructure, access to resources, and tax remissions.

4 (a). Science Policy (Innovation)

Policy that influences the development of new scientific knowledge, products, processes, or services, and the use of these across society and the economy.

Science policy addresses issues relating to all aspects of the innovation, and the development and application of science. Science policy will impact public and private investment in research, development and technology transfer; the underlying infrastructure that enables these; governance and regulation of the application and use of technologies; and ethical, social and legal issues pertaining to these.

4 (b). Science Policy (Application)

Policy that influences strategic decisions related to transport, forestry, natural resources, agriculture, the environment, energy, land use and other scientific areas. Science policy may be inclusive of, but not limited to, initiatives in alternate methods of transportation, forest practices, climatology, aquaculture, and designation of tracts of new parkland.

Note: For the purposes of the Class Codes, it is not necessary to distinguish definition 4(a) from 4(b).

Examples:

1.   Job "A" is responsible for assessing community needs and developing proposals to facilitate immigrant settlement. The position recommends options for the removal of barriers to immigrant settlement within communities.

        Job "A" does not qualify for the Temporary Adjustment. The position is dealing with operational issues within the context of an existing program. The program has been put in place to support a political mandate of immigrant settlement. The options for removing settlement barriers are presented in terms of the larger framework to support immigration. The position that was responsible for the analysis of issues culminating in the establishment of an immigration program may be eligible for the Temporary Adjustment.

2.   Job "B" assesses options to support a government initiative to attract economic investment in high technology to the province. The position liaises with various ministries, industry, local government and stakeholders to identify and draft legislative amendments and determine if other policy levers are available to facilitate the growth of high technology based industry.

        Job "B" qualifies for the Temporary Adjustment. The position is leading the development of a strategic framework that has been established as a priority by government. The work of the Policy Analyst may lead to a number of programs to support the high technology initiative. The position meets all three inclusion statements on page 38 and is a particularly strong match to statement #2.

Additional Guidelines:

Designation as a Policy Analyst for the purposes of the Temporary Adjustment is not limited to a specific classification group. Positions classified in series such as Administrative Officer, Social Program Officer, Research Officer and Biologist are eligible for allocation to the Policy Analyst class codes provided the inclusion criteria are met.