



## **POLICY: JOB-SHARING STAFF MEMBERS**

A job-sharing assignment is the shared performance of the duties of one full-time, regular position by employees.

The superintendent is responsible for recommending to the Board when the best interests of the district would be served by creating a job-sharing assignment for a particular position.

The district reserves the authority to:

- A. Determine the number of job-sharing positions, if any, within the district;
- B. Require job-sharing employees to attend staff training or other staff development activities at one-half of full compensation;
- C. Abolish any job-sharing assignment, or change a job-sharing position to a full-time position held by one employee, at the sole discretion of the district;
- D. Consider any request to create a job-sharing position in a position currently held by one employee, or vice versa;
- E. Require job-sharing staff members to work full-time in the event of the termination or resignation of one of the job-sharing staff members, or until such time as a replacement can be hired, at the sole discretion of the district.

The conditions provided by this policy are not intended to discourage job sharing nor impose disproportionate burdens upon job-sharing staff members. The superintendent shall establish job-sharing procedures which describe the duties, responsibilities, salaries and benefits for individuals sharing a position.

<b>CROSS REFERENCES:</b>	Board Policy 5000 Board Policy 5005	Recruitment and Selection of Staff Employment: Disclosures, Certification, Assurances and Approval
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<b>LEGAL REFERENCES:</b>	RCW 28A.400.300  RCW 28A.405.070	Hiring and discharging employees – Leaves for employees – Seniority and leave benefits, retention upon transfers between schools Job Sharing
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Adopted: 6/28/2006

Supersedes Policy:      Issued: