



University of HUDDERSFIELD

University of Huddersfield Repository

White, Sue

Job evaluation at the University of Huddersfield

Original Citation

White, Sue (2005) Job evaluation at the University of Huddersfield. In: Job Evaluation and the impact on HE Libraries: the here, now and the future, 13th April 2005, School of Oriental and African Studies, University of London, UK. (Unpublished)

This version is available at <http://eprints.hud.ac.uk/8376/>

The University Repository is a digital collection of the research output of the University, available on Open Access. Copyright and Moral Rights for the items on this site are retained by the individual author and/or other copyright owners. Users may access full items free of charge; copies of full text items generally can be reproduced, displayed or performed and given to third parties in any format or medium for personal research or study, educational or not-for-profit purposes without prior permission or charge, provided:

- The authors, title and full bibliographic details is credited in any copy;
- A hyperlink and/or URL is included for the original metadata page; and
- The content is not changed in any way.

For more information, including our policy and submission procedure, please contact the Repository Team at: E.mailbox@hud.ac.uk.

<http://eprints.hud.ac.uk/>

JOB EVALUATION AND THE IMPACT ON H.E. LIBRARIES

CASE STUDY 2 :
UNIVERSITY OF
HUDDERSFIELD.

Sue White

Head of Library Services

This presentation will cover

- Brief overview of Huddersfield University Library Services
- Hay job evaluation exercise 1998
- Hay job evaluation exercise 2004/5
- Summary of issues

Library Services at the University of Huddersfield

- Post 1992 University
- Approx 17,000 FTE students
- Strong ethos of Widening Participation
- Library merged with Computing 2002
- Approx 160 staff in CLS
- Library 100 actuals, 66 FTEs
- Majority APT&C; 5 Academic-related; 3 senior staff

Job evaluation since 1998

- Prior to 1998 in-house
- 1998 Hay scheme introduced for non-academic staff
- 2003/4 review
- 2004/5 Hay extended to academics



1998 Evaluation exercise - process

- Benchmarking of posts e.g. Library Assistants
- Generic job description (where appropriate) created for each post, by post representatives in liaison with line managers and colleagues
- Formal job evaluation by independent (non-library) panel

1998 Evaluation – outcomes (1)

- Most library staff benefited
- Amalgamated scales benefited library assistants
- Senior Assistant Librarians upgraded



1998 Evaluation – outcomes (2)

- Some posts de-graded e.g.
 - Cataloguers (appealed)
 - A.V. Technician (added duties)
 - Library Systems Officer (added duties)
- Amalgamation of scales reduced differentials, so managers on same grade as their staff
- Total salary bill increased

Issues

- **Job evaluators must understand the job they are evaluating**
- Quality of documentation and terminology crucial
- Agreement of all post holders
- Market supplements? Scarcity of skills not recognised in Job evaluation
- Technician/IT skills not recognised

2004/5 Evaluation

- Extended to academics – including Academic Librarians – prior to Single Framework August 1st 2005
- Audit by Hay revealed some inconsistencies in evaluation of Technician/Computing posts
- Large sampling exercise planned for May 05

Academic Librarians (1)

- Currently 'hybrid'- academic scale (Senior Lecturer); APT&C conditions (37 hour week)
- Concept of Academic-related to disappear
- Alignment to National Profiles for Academic staff
- Profiles include: Teaching and learning support, research and scholarship, communication, liaison, managing people, team work, problem solving, planning and managing resources etc.

Academic Librarians (2)

- J.D. based on national profile criteria levels 2-4
- Emphasised expert knowledge, liaison with academics, work outside University
- Evaluated at equivalent to Senior Lecturer (level 3) but as non-academic
- Protected holiday entitlement up to 4 years



Summary of issues for H.E. Libraries

- Training for library managers in J.E. scheme
- Ask Personnel to explain scheme to staff, esp. breadth versus depth of activities
- Securing agreement of post holders requires sensitivity. Clarify terminology.
- Quality of documentation crucial
- Generic versus specific job descriptions
- Long term impact on budget