

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT  
STRATEGIC HIRE REQUEST**

**11/14/16**

Date

Site	Position	Justification
<input type="checkbox"/> GC <input type="checkbox"/> CC <input checked="" type="checkbox"/> DS	<p><b>Please include:</b></p> <p>Human Resources Assistant</p> <p>CSEA</p> <p>Position #CL-00055</p> <p>FTE -1.0</p> <p>HR</p>	<ol style="list-style-type: none"> <li><b>1. What will the position do?</b> <ul style="list-style-type: none"> <li>○ This critical position will fill the vacancy working with all district employee leaves. It will also assist with some of our clerical tasks related to risk management, ergonomics, driver data, etc.</li> </ul> </li> <li><b>2. Current status of position?</b> <ul style="list-style-type: none"> <li>○ filling a vacancy</li> </ul> </li> <li><b>3. Strategic Staffing Rationale</b> <ul style="list-style-type: none"> <li>a. This positions will assist in ensuring compliance for legal mandates, accreditation requirements and a critical threshold of support services</li> </ul> </li> <li><b>4. Budget Impact – Identify the Following:</b> <ul style="list-style-type: none"> <li>a. This position is included in the current budget</li> <li>b. Unrestricted               <ul style="list-style-type: none"> <li>i. Fiscal Impact: CL-28 \$38,244</li> </ul> </li> <li>c. RAF impact (check one):               <ul style="list-style-type: none"> <li><input type="checkbox"/> Include in RAF calculation</li> <li><input checked="" type="checkbox"/> No impact – replacement (vacant one year or less)</li> <li><input type="checkbox"/> No impact – funded by _____ Restricted Funds</li> <li><input type="checkbox"/> No impact – funded by _____</li> <li><input type="checkbox"/> No impact – restructure within existing funds</li> <li><input type="checkbox"/> No impact – reallocation of faculty FTE resulting in new position number</li> </ul> </li> </ul> </li> </ol>