

Weekly Update

Dec. 9

The Job Families implementation will modernize and streamline a structured career system across the Institute. This change will not impact your salary.

The Job Families implementation will not result in raises or promotions, nor will it demote or terminate any employee.

The first step is consolidating job titles. This will occur in three waves. Wave 1 includes: finance, human resources, information technology, research administration.



Job Family Key Dates



This Week's 3 Fast Facts

1. Executive sponsors meet to finalize their job family edits and recommendations by **Wednesday, Dec. 11**.
2. HR Partners must finalize decisions about Wave 1 employees who are **READY** or **NOT READY** to move and what the proposed solutions are by **Friday, Dec. 13**.
3. **Wave 1 Transaction Timing Guidelines** were created and shared to help prioritize transactions by type for Wave 1 employees.

[Job Families Website](#)