

**From: HR&B Implementation Team**

**To: HR and Benefits staff**

**Subject: A Message from the HR&B Implementation Team regarding new Q&As and an update on job descriptions**

July 18, 2008

Dear HR&B Colleagues:

Members of the Implementation have been hard at work preparing job descriptions for the future HR&B units. At this point, most of the job descriptions have been written; however, before we can share them with the department these positions must be leveled. An HR&B Compensation team has begun this process, and we expect to be able to share the job descriptions with you in August. We appreciate your patience with this process—the Job Description and Compensation teams have been working non-stop in an attempt to complete this work as soon as possible, but there is a lot to get done.

We have recently posted a new batch of Q&As to the HR&B Redesign website, <http://www.ucop.edu/humres/redesign/>. Thank you again for sending your questions and sharing them with us at the All Hands and Brown Bag meetings. They have been invaluable in helping the Implementation Team maintain a clear picture of the concerns of the department as we try and move forward with our redesign objectives. Please keep them coming!

Sincerely,

HR&B Implementation Team

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