

	<p>JOB SHARING</p>	<p>Policy No. 5222</p> <p>May 11, 2022</p> <p>Page 1 of 1</p>
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Policy

A job-sharing assignment is the shared performance of the duties of one full-time, regular position by (2) employees. It is the policy of the Seattle School Board to permit employee job sharing, provided that in no case should the cost to the District of a shared position be greater than the cost of a regular position.

The district reserves the authority to:

- A. Determine the number of job-sharing positions, if any, within the district;
- B. Require the employees in a job share position to develop a written plan for sharing the performance of the position and to obtain the written approval of their supervisor; and
- C. Dissolve 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 in accordance with applicable provisions of collective bargaining agreements.

Employees sharing a position will be responsible for sharing the responsibilities for participation in staff meetings, building/program based professional development days, and committees. Both Employees in a job share position are required to participate in mandatory trainings. The Superintendent is authorized to develop a procedure to implement the sharing of jobs.

Adopted: October 2018

Revised: May 2022 (per Policy No. 1310)

Cross Reference:

Related Superintendent Procedure: 5222SP

Previous Policies: F12.00

Legal References: RCW 28A.405.070 Job sharing; Chapter 41.56 RCW Public Employees'

Collective Bargaining; Chapter 41.59 RCW Educational Employment Relations Act

Management Resources: