



Determining the Manager Level

Unclassified Position Manager Levels		
Unclassified	Definition	Manager Level
Executive	Is responsible for top leadership of a division, college, campus, or school.	9
Senior	Directly reports to Executive level with either major management responsibility within the unit of university-wide responsibility and reporting.	8
Departmental	Directs the strategy and implementation of one or more functions; has budget responsibility.	7
Intradepartmental	Has supervisory responsibility with a department, but does not have responsibility for the whole department.	6
Student Employee Supervisor	Regularly hires, schedules, and oversees work of only student employees and can hire students in Campus Works.	5
No Supervisory Responsibilities	Does not directly supervise employees.	0
Classified Position Manager Levels		
Classified	Definition	Manager Level
Supervisor	Exercises authority on behalf of the manager; designs and directs work procedures. Recommends hiring and firing, performance review,	4
Working Supervisor	Recommends hiring and firing, performance review, discipline; directs work, scheduling, training, and assigns duties.	3
Lead Worker	Coordinates workflow, training; assigns duties; performs job that is being supervised.	2
Student Employee Supervisor	Regularly hires, schedules, and oversees work of only student employees and can hire students in Campus Works.	1
No Supervisory Responsibilities	Does not directly supervise employees.	0