



Working for IRP Student: Questions & Answers

May 10, 2021

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<p data-bbox="120 401 1179 432">Do we have an approximate breakdown of number of BA's, Integration Analysts, PM's?</p> <p data-bbox="120 474 1422 506">The final numbers are still being developed, but our current estimate of some of the role types are as follows:</p> <ul data-bbox="120 510 451 825" style="list-style-type: none">Senior Manager -5Senior Project Manager - 7Project Manager II - 11Project Manager I - 18Senior Business Analyst - 20Business Analyst II - 34Business Analyst I - 3Project Coordinator - 1Project Assistant – 1
<p data-bbox="120 863 1458 932">Will the Program be prioritizing hiring from within UBC for its positions, instead of going outside or looking for consultant/contractor help?</p> <p data-bbox="120 974 1510 1073">One of the underlying principles used in replanning was an employee centric approach to staffing. We are prioritizing hiring employees over consultants or contractors. We have very talented employees at UBC and want to leverage that and allow the opportunity for UBC employees to grow their skills and develop their careers.</p>
<p data-bbox="120 1115 1490 1146">Are we planning on hiring perm positions instead of term so that we don't lose talent at the end of the program?</p> <p data-bbox="120 1188 1490 1287">We are planning on hiring ongoing positions for a variety of reasons. There are a number of benefits for UBC and employees by doing this, one of them being that as we go through the program the overhead we experienced in R1 was quite significant and we feel it will be better with the ongoing position model.</p>
<p data-bbox="120 1325 1503 1394">Who (what positions) will be responsible for HR aspects for staff in IRP Student program (PDPs, vacation approval, etc.)?</p> <p data-bbox="120 1436 1503 1505">All program areas will have a manager. IRP Student follows the organizational structure at UBC, everyone will have a supervisor and they will be responsible for PDPs, vacation approvals etc.</p>
<p data-bbox="120 1535 1510 1604">Can someone be seconded from an ongoing position to another ongoing position? Or, is the secondment always to the term position?</p> <p data-bbox="120 1646 1503 1787">A secondment is a temporary job change outside of the originating work unit and agreed upon by mutual agreement from the home unit, receiving unit and employee. An end date will need to be determined in order for a secondment to be agreed upon. The definition of 'secondment' for this purpose is defined under the M&P employment group.</p>



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If a 3 year secondment is granted and the role needs to be backfilled, how does that work?

The decision on how a role needs to be backfilled due a secondment being granted would be at the discretion of the home unit. The home unit would be responsible for the recruitment and funding of the backfilled role.

Can a manager refuse a secondment (3 years is a long commitment) and if yes, does that mean that the staff member will have to resign from their current position?

We post positions not secondments, so in most cases someone needs to express interest in a position and be the successful candidate, and then we need to have a conversation with the manager of the position. Managerial decisions are dependent on many things such as the operational needs and length of secondment. Secondments are arranged on a case-by-case basis. We encourage managers to be flexible but we also need to preserve operational integrity. Wherever possible we want to give people opportunities to grow, learn and enhance their careers, while having some security in their employment situation.

For secondments, can we get a guarantee of returning to our former positions if the positions we are seconded to get eliminated and we are laid off from those positions partway through?

A secondment is a temporary job change outside of the originating work unit and agreed upon by mutual agreement from the home unit, receiving unit and employee. Our current M&P secondment agreement is that any party wishing to conclude the secondment prematurely will be required to provide a minimum of 4 weeks written notice to the other parties and at the end of the notice period, the employee will return to the originating work unit.

Are we coming back to Campus? Will it be mandatory, flexible or at the discretion of the employee? How safe is it to return to our shared work spaces?

UBC will continue to work with Provincial Health Office recommendations, and much work is underway in rolling out the safety plans for the Campus. UBC's safety plans will be informed by the Provincial Health Office's revised health and safety protocols in the COVID-19 Go-Forward Guidelines for BC's Post-Secondary Sector which is to be implemented Aug 1. The IRP Student team is actively planning for the transition to a hybrid working model in alignment with the framework being developed by UBC HR.

Will IRP stay in FERIC?

It is expected that FERIC will remain the on-campus work location for UBC Vancouver IRP Student staff.

How will UBCO contribute/support this program?

UBCO will be included in IRP Student in every possible way. We are one team and one program to support the entire university on both campuses. Both campuses are already represented in our leadership and delivery teams. The IRP Student team is responsible for supporting, engaging and meeting the needs of both campuses equally. All the positions on our team are equally available to staff members at either campus.



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Will you be expanding ISC to support Student WD? Or are you going to create another support team specifically for Student WD?

The ISC was created to support Workday at large and not just Workday HCM and Finance, but also Student. There is a plan to incorporate the sustainment of IRP Student, especially the parts of Workday Student, within the ISC. Part of our planning includes support and funding for the transition from IRP to the ISC.

Would some sustainment teams, such as AS, DASS, etc. get absorbed by ISC?

We need to look at the long-term sustainment plan but we anticipate that we will need roles both within and outside of the ISC. For positions within the ISC, we don't see it as absorbing but rather people getting hired into positions within the ISC. We will need various types of roles so we will offer the opportunity but we will also need roles outside of the ISC.