

# Gresham-Barlow SD 10

Code: **GCEC**  
Adopted: 7/11/94  
Readopted: 1/11/01, 5/2/02  
Orig. Code(s): GCEC

## **Job Sharing**

The Board acknowledges that job-sharing is an appropriate personnel practice and directs the superintendent to establish procedures for job-sharing as an employment option.

Job sharing shall be defined as “two staff members voluntarily sharing the responsibilities and benefits of a single position, including attendance at meetings, workshops, etc.”

Job sharing requests will be considered on an individual basis and will be subject to the building principal’s recommendation and superintendent’s approval. Requests will be based upon the following guidelines:

1. The job sharing position is entered into voluntarily by both persons;
2. Job sharing will not be approved if there are indications student progress and/or educational programs might be compromised;
3. The amount of fringe benefits as may be afforded in the current negotiated agreement and normally assigned to one staff employee position shall be shared in a manner agreeable to both job-sharing employees providing the total dollar amount does not exceed the amount designated for one staff employee in a non-job-sharing position.

All leaves normally assigned to an employee are divided proportionately between the two employees.

Should one employee be unable to complete the job sharing assignment, the prorated fringe benefits and leaves may be transferred to the remaining employee.

4. Job sharing will be evaluated annually to determine renewal;
5. If one employee discontinues job sharing, the other job-sharing employee shall assume the responsibilities of the full-time position for the remainder of the school year, or until another qualified employee will voluntarily job share the position or another job-share employee is hired;
6. If, upon the superintendent’s and administrator’s evaluation, job sharing is not renewed for the ensuing school year, then the two employees affected may return to full-time positions subject to any state statute, collective bargaining agreement or Board policy on reduction in force;
7. Responsibility for curriculum coordination will be designated by the building principal.

END OF POLICY

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Legal Reference(s):

[ORS 332.107](#)

Eugene Education Association v. Eugene School District 4J, Case Nos. UP-8-87 and UP-18-87, 9 PECBR 9391 (1987);  
rev'd, 91 Or. App. 78 (1988); vacated and remanded, 306 Or. 659 (1988).