



August 17, 2022

MEMORANDUM

TO: Emily McFarland and Lisa Schwartz

FR: Heather Barber, Consultant

RE: Classification Request – Programming Director

The City provided job documentation related to this position. This is a newly-created position requiring a Bachelors Degree and relevant experience.

Based on the job documentation and our comprehensive job evaluation, it is our recommendation that this position be classified as a Grade K position.

Please feel free to contact me with questions on this review.