



CAMPUS UPDATE

Starting this fall, the LifeWorks program at Berry will be updated with a new job classification system, new pay rates and a new evaluation and promotion system.

For 120 years, student work has been a cornerstone of Berry College’s educational approach — providing practical hands-on work experience to all students as part of an education of the “head, heart and hands”. In 2019, Berry established the Center for Personal and Professional Development (CPPD) to lead the LifeWorks program and support the goal of providing students with 8 semesters of meaningful work and growth experiences.

This past year, a cross-functional campus team worked to assess and recalibrate the current LifeWorks level system. The team identified four goals:

- Promote work opportunities that are meaningful to both students and the college.
- Provide consistent standards for different types of jobs across campus.
- Weave professional development into students’ hiring and promotion processes.
- Explore pay rate increases that are fair and reflect work responsibilities.

What is changing in LifeWorks next year?

Reclassification of all LifeWorks jobs. The new LifeWorks job classification system ensures that student work positions are administered consistently, while allowing flexibility, both across and within campus departments.

- The current 5-level system will move to 4 job classifications. The new job classifications are Entry, Intermediate, Advanced and Pre-Professional.
- To learn more about these new job classifications, [click here](#).

Increase in hourly pay rates for on-campus jobs. These new pay rates are meant to be more competitive, tied to students' performance outcomes and linked to professional growth through increased responsibility. Current hour limits will remain the same for on-campus jobs, up to 10 hours per week for first year students and 12 hours per week for upperclassmen.

- New pay rates for each job classification
Entry: \$9.25
Intermediate: \$9.50
Advanced: \$10.25
Pre-Professional: \$11.50
- Stipend positions will also be increased in accordance with the respective job classification and hourly expectations.
- Off-campus / Community & Industry jobs will continue to reflect market rates.

Requirements to hire or promote students into a higher job classification (i.e., Intermediate, Advanced and/or Pre-Professional). These requirements are designed to prepare students for the professional world as they apply/interview for jobs and internships, receive performance feedback, set challenging goals and communicate their professional skill sets.

- To be hired or promoted to a higher-classification LifeWorks position, students will submit an approved resume. Advanced and Pre-Professional jobs will also require additional training requirements.
- To hire a new student into a higher classification job, supervisors must conduct a formal job interview. If promoting a student internally, a formal job interview and a performance evaluation will be required.

When will these changes to LifeWorks go into effect?

- All LifeWorks jobs must be reclassified and re-entered into the JobX system by August 15th, 2024. New pay rates will be implemented at this time.
- The new LifeWorks hiring, and promotion requirements will be implemented in phases across the 2024-25 academic year. More information about these goals and plans will be shared later this summer and fall. Information updates will be provided by the CPPD.