



LAKE COUNTY FOREST PRESERVES  
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Preservation, Restoration, Education and Recreation

DATE: November 5, 2015

MEMO TO: S. Michael Rummel, Chair  
Finance and Administrative Committee

FROM: Mary E. Kann  
Director of Administration

SUBJECT: Changes to the Temporary Wage Schedule

**RECOMMENDATION:** Approve the following changes to the Temporary Wage Schedule:

Youth Conservation Corps			
T9	YCC Program Manager	\$16.00 - \$20.00	
T10	Asst. Program Manager	\$12.00 - \$15.00	
T11	Crew Leader	\$10.25 - \$11.75	
		<b>Season 1</b>	<b>Season 2</b>
T12	Asst. Crew Leader	\$8.75	\$9.25
T13	Youth	\$8.25	\$8.50

	TITLE	Range
T3	Science First Lead Instructor	\$20.00 - \$28.00
T1	Assistant Manager Engineer Intern PGA Professional Golf Management Intern	\$12.00 - \$15.00
T2	Team Leader	\$10.00 - \$14.00
T16	Golf Course Laborer Laborer	\$9.50 - \$13.50
T15	Lifeguard	\$9.50 - \$12.00
T14	Collections Assistant Intern Instructor Coordinator of Golf Merchandiser of Golf Marina Attendant Independence Grove Attendant Visitor Services Assistant Science First Instructor	\$9.00 - \$13.00

T6	Guest Services Attendant Food and Beverage Attendant <b>Science First Program Assistant</b>	\$8.25 - \$10.00
T5	<del>Nature Camp Counselors</del>	<del>\$8.25 - \$9.25</del>

**BACKGROUND:** As a result of the transfer of the Science First program to the District, the three positions previously employed by the Botanic Garden need to be added to the District's budget and temporary wage schedule. A Science First Lead Instructor (T3 \$20 - \$28) will write the curriculum, prepare all teaching materials and lead the instruction of the program with a full-time equivalency of .088. A Science First Instructor (T14 \$9 - \$13) will coordinate the day to day logistics, help prepare activities and assist with instruction. The Science First Program Assistant (T6 \$8.25 - \$10.00) will assist with recess and mealtime activities. Both the Science First Instructor and Science First Program Assistant will have a full-time equivalency of .081.

In addition, it is recommended that the title of Nature Camp Counselor be deleted. This position has not been utilized for a number of camp seasons. The summer camps have been reorganized in a fashion that eliminates the need for this position classification.

**REASON FOR RECOMMENDATION:** Committee approval is required in accordance with District policy.

**REVIEW BY OTHERS:** Executive Director, Chief Operations Officer, Director of Finance, Director of Education, Manager of Human Resources and Risk

**FINANCIAL DATA:** The science first positions will be funded from the budget for the agreement with the Botanical Garden, since they will no longer be running the program.

**PRESENTER:** Laurel Diver

**APPROVED:**

	<u>Yea</u>	<u>Nay</u>		<u>Yea</u>	<u>Nay</u>
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
S. Michael Rummel, Chair			Sandra Hart		
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
Linda Pedersen, Vice Chair			Aaron Lawlor		
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
Steve Carlson			Audrey Nixon		
_____	<input type="checkbox"/>	<input type="checkbox"/>			
Bill Durkin					