

CHAMPAIGN PUBLIC LIBRARY

2019-2020 Personnel-Classifications, Grades, Full-Time Equivalents

Effective 1 July 2019

Notes: Full-Time equivalents (FTEs) are based on 2,080 hours per year or 40 hours per week. Numbers in parentheses following classification name (20, 25, etc.) refer to hours worked per week.

Administration Services 70170			
Classification	Grade	FTE	Total
Full-Time Personnel			
Library Director	L-40	0.9500	
Deputy Director	L-34	0.9500	
Library Administrative Secretary	L-22	0.9500	
Library Administrative Secretary	L-22	0.9500	
Subtotal Full-Time Personnel			3.8000
Part-Time Personnel			
Librarian III (30)	L-30	0.7500	
Subtotal Part-Time Personnel			0.7500
Subtotal			4.5500

Administration Services (Accounting Services) 70170			
Classification	Grade	FTE	Total
Part-Time Personnel			
Library Accounting Manager (35)	L-30	0.8750	
Library Accounting Assistant (20)	L-20	0.5000	
Subtotal Part-Time Personnel			1.3750
Subtotal			1.3750

Administration Services (Technology Services) 70170			
Classification	Grade	FTE	Total
Full-Time Personnel			
Library Technology Manager	L-30	0.9500	
Library Network Technician	L-20	0.9500	
Library Network Technician	L-20	0.9500	
Subtotal			2.8500

Administration Services (Promotion Services) 70170			
Classification	Grade	FTE	Total
Full-Time Personnel			
Library Promotional Serv. Manager	L-25	0.9500	
Subtotal Full-Time Personnel			0.9500
Part-Time Personnel			
Library Associate (20)	L-21	0.5000	
Subtotal Part-Time Personnel			0.5000
Subtotal			1.4500

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Administration Services (Maintenance Services) 70170			
Classification	Grade	FTE	Total
Full-Time Personnel			
Maintenance Manager	L-24	0.9500	
Library Maintenance Worker	L-17	0.9500	
Library Janitor	L-14	0.9500	
Library Janitor	L-14	0.9500	
Library Janitor	L-14	0.9500	
Library Janitor	L-14	0.9500	
Subtotal Full-Time Personnel			5.7000
Part-Time Personnel			
Library Janitor (25)	L-14	0.6250	
Library Janitor (21)	L-14	0.5250	
Library Janitor (20)	L-14	0.5000	
Library Janitor (20)	L-14	0.5000	
Library Janitor (7)	L-14	0.1750	
Subtotal Part-Time Personnel			2.3250
Subtotal			8.0250

Administration Services (Security Services) 70170			
Full-Time Personnel			
Security Manager	L-24	0.9500	
Subtotal Full-Time Personnel			0.9500
Part-Time Personnel			
Security Officer (26)	L-14	0.6500	
Security Officer (20)	L-14	0.5000	
Security Officer (20)	L-14	0.5000	
Security Officer (19)	L-14	0.4750	
Subtotal Part-Time Personnel			2.1250
Subtotal			3.0750
Administration Services			21.3250

Technical Services 70171			
Full-Time Personnel			
Librarian III	L-30	0.9500	
Library Associate	L-21	0.9500	
Library Associate	L-21	0.9500	
Library Associate	L-21	0.9500	
Library Associate	L-21	0.9500	
Library Assistant II	L-17	0.9500	
Subtotal Full-Time Personnel			5.7000
Part-Time Personnel			
Library Processor		0.6250	
Library Processor		0.6250	
Subtotal Part-Time Personnel			1.2500
Technical Services			6.9500

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Adult Services 70172701			
Classification	Grade	FTE	Total
Full-Time Personnel			
Librarian III	L-30	0.9500	
Librarian II	L-27	0.9500	
Librarian I	L-25	0.9500	
Librarian I	L-25	0.9500	
Librarian I	L-25	0.9500	
Librarian I	L-25	0.9500	
Library Associate	L-21	0.9500	
Library Associate	L-21	0.9500	
Library Associate	L-21	0.9500	
Library Associate	L-21	0.9500	
Library Associate	L-21	0.9500	
Subtotal Full-Time Personnel			10.4500

Adult Services 70172701 (continued)			
Classification	Grade	FTE	Total
Part-Time Personnel			
Librarian II (20)	L-27	0.5000	
Librarian I (20)	L-25	0.5000	
Library Associate (30)	L-21	0.7500	
Library Associate (20)	L-21	0.5000	
Library Associate (20)	L-21	0.5000	
Library Associate (20)	L-21	0.5000	
Library Associate (20)	L-21	0.5000	
Subtotal Part-Time Personnel			3.7500
Adult Services			14.2000

Access Services 70172702			
Classification	Grade	FTE	Total
Full-Time Personnel			
Librarian III	L-30	0.9500	
Library Associate	L-21	0.9500	
Library Associate	L-21	0.9500	
Library Technical Assistant	L-20	0.9500	
Café Operator	L-17	0.9500	
Library Assistant I	L-15	0.9500	
Subtotal Full-Time Personnel			5.7000
Part-Time Personnel			
Library Assistant I (20)	L-15	0.5000	
Library Assistant I (20)	L-15	0.5000	
Library Assistant I (20)	L-15	0.5000	
Library Assistant I (20)	L-15	0.5000	
Library Assistant I (20)	L-15	0.5000	

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Access Services 70172702 (continued)			
Classification	Grade	FTE	Total
Part-Time Personnel (continued)			
Library Assistant I (20)	L-15	0.5000	
Library Assistant I (20)	L-15	0.5000	
Library Assistant I (20)	L-15	0.5000	
Library Assistant I (20)	L-15	0.5000	
Library Assistant I (20)	L-15	0.5000	
Library Assistant I (20)	L-15	0.5000	
Library Assistant I (20)	L-15	0.5000	
Library Pages (420)	-----	10.5000	
Subtotal Part-Time Personnel			16.5000
Access Services			22.2000

Childrens Services 70172703			
Classification	Grade	FTE	Total
Full-Time Personnel			
Librarian III	L-30	0.9500	
Librarian II	L-27	0.9500	
Librarian I	L-25	0.9500	
Librarian I	L-25	0.9500	
Librarian I	L-25	0.9500	
Library Associate	L-21	0.9500	
Library Associate	L-21	0.9500	
Library Associate	L-21	0.9500	
Subtotal Full-Time Personnel			7.6000
Part-Time Personnel			
Library Associate (20)	L-21	0.5000	
Subtotal Part-Time Personnel			0.5000
Childrens Services			8.1000

Douglass Branch Library 70173			
Classification	Grade	FTE	Total
Full-Time Personnel			
Library Service Manager	L-30	0.9500	
Librarian I	L-25	0.9500	
Subtotal Full-Time Personnel			1.9000
Part-Time Personnel			
Library Associate (20)	L-21	0.5000	
Library Assistant I (20)	L-15	0.5000	
Library Assistant I (20)	L-15	0.5000	
Library Assistant I (20)	L-15	0.5000	
Subtotal Part-Time Personnel			2.0000
Douglass Branch Library			3.9000

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Grand Total FTEs (at full staffing)	82.4750
Budgeted FY 2019-20 FTEs	
Main Library	72.7750
Douglass Branch Library	3.9000
FTE Not Funded	5.8000
FTE Funded	76.6750