Engagement Summary
Estimated Timing: January 2019 – August 2019

- Conduct stakeholder discussions
- Review data and materials
- Create communications strategy

Conduct Discovery and Create Communications Strategy
January – February

- Collect existing documentation
- Review job descriptions to determine if individuals are classified appropriately
- Make recommendations for changes to job classifications

Job Analysis and Classification Assignments
February – April

- Conduct initial salary market pricing
- Review and finalize matches with HR
- Conduct variance analysis, including internal equity and salary compression
- Prepare and share report of findings

Conduct Competitive Assessment
April – July

- Review and revise pay administration guidelines
- Develop implementation & communications plan including training requirements, communication requirements, and identification of success factors.

Create Implementation Strategy
July – August

Phase 1 is coming to a close while Phase 2 is underway

Sibson Consulting