

FY18 Library Work Unit Designations

Below is the annual update on library work unit designations for the purpose of lateral transfers under the AFSCME Local 88 contract, Article 22.

The library's three designated work units (in bold) for FY18 are as follows:

1. Director's Office Work Unit:

- Director's Office staff
- Equity and Inclusion

2. Public Services Work Unit:

- Adult Outreach
- Central Library (Administration Circulation Services, Stack Services, Information Services, John Wilson Special Collections)
- Contact Center
- Inner/South Libraries (Albina, Belmont, Capitol Hill, Hillsdale, Hollywood, Sellwood, Woodstock)
- Mid/East County Libraries (Fairview, Gregory Heights, Gresham, Holgate, Midland, Rockwood, Troutdale)
- North County Libraries (Kenton, North Portland, Northwest, St. Johns)
- Policy and Special Projects
- Programming and Community Outreach
- Public Services Administration
- Sort Center and Drivers
- Systemwide Assistance Team (SWAT)
- We Speak Your Language Outreach Specialist
- Youth Services (Youth Services Administration, School-Age Services, Every Child Initiative)

3. Content Strategy and Support Services Work Unit:

- Business Services
- Collections and Technical Services
- Facilities and Logistics
- Human Resources (Administrative Support Services, Employee Services, Learning + Organizational Development, Title Wave Book Store, Volunteer Services)
- IT Services
- Marketing + Online Engagement
- Operations Division Administration
- Safety and Security

Note: Local 88 and the county have entered into a [Memorandum of Agreement](#) whereby employees in Technical Services and Human Resources can exercise their seniority to lateral transfer into the Neighborhood Libraries, Central Library, Adult and Youth Services Divisions and Materials Movement work unit. However, Technical Services and Human Resources are considered a part of the Support Services work unit for the purposes of lateral transfers into those units. The memorandum can be terminated by either Local 88 or the county with 30 days notice.

Rationale and background: Article 22.VII.B. requires management to provide notice of designated work units on an annual basis. Under Article 22.III, employees have the right to transfer to positions they are qualified for within their classification on the basis of seniority.