

# Share the Journey

## Information resource #2 for Career Roadmap Spring 2019

Career Roadmap, a key element of Ohio State's HR Transformation initiative, organizes job functions, titles and a pay structure into a catalog that will:

- Keep pace with market trends
- Be consistent in titles and career levels
- Provide visibility to career paths
- Apply across the university and medical center

Benefits for key stakeholders include:

- Employees will have more clarity on career paths and compensation.
- Managers and HR professionals can make more informed decisions on recruitment and retention.

Career Roadmap aligns with Ohio State's HR talent and culture strategy and the Enterprise Project's implementation of Workday.

Over time, Career Roadmap will enhance Ohio State's reputation as an employer of choice and more effectively address workforce needs.



## How can I use Career Roadmap?

**Staff employees:** You will be able to look in a job catalog and view the next progression of your current job, or you can explore potential opportunities in another job family and what is needed to pursue that direction. When you consider performance goals for the year, the Career Level Guide may spur ideas for discussion with your manager.

**Managers of current staff:** As you prepare for performance management conversations with your direct reports, you can use the Career Level Guides to consider their knowledge, complexity and autonomy for next steps and potential merit increases. If an employee takes on higher level work, managers can consult the Career Level Guide to determine when a job change is warranted.

**Managers posting jobs:** Managers can consult the job catalog, including the Career Level Guide and an up-to-date salary range that reflects competitive market pricing. Another unit posting the same job will have the same salary range, fostering consistency across the university and medical center.

**HR Professionals:** You can consult Career Roadmap as you evaluate current hiring needs and benchmark similar positions internally and externally. Having tools in the hands of your managers creates more capacity for you and enables you to have more strategic conversations with your managers.

**Applicants:** You can explore Career Roadmap to determine if you are applying for a role for which you are qualified. You can also look ahead to see how you might advance over time.



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