

Article 13 – Job Share

A. The Hospital and the VFNHP see the utilization of job sharing as an opportunity to enhance recruitment of new staff and at the same time retain current staff. While both parties realize that this new program may not be applicable for all departments, the guidelines set forth below will serve as the method of administration for this program.

B. Job sharing will be available, with respect to full-time bargaining unit positions in which the current occupant wishes to share or that have been posted but remain unfilled, on the following terms:

1. Positions are subject to sharing between two (2) bargaining unit employees (employees must create their own job sharing teams) who must each have at least one (1) year experience (within the last three (3) years) in the position and work group involved;
2. Members of the job sharing team must have comparable skills and experiences (see guidelines Article 12, paragraph C);
3. Members of the job sharing team will be responsible for dividing the hours between them, and covering for each other's scheduled time off;
4. Each member of the team will accrue paid benefits on the same basis as part-time bargaining unit employees based on their agreement provided that the division of hours can only be changed once per year on the anniversary date of the agreement unless approved by the manager;
5. Members of the job sharing team cannot bid out of this position for at least six (6) months;
6. If one member of the job sharing team leaves the position for any reason, at any time, the other team member will make every attempt to cover the schedule for up to thirty (30) days, during which time he/ she may either (a) find a replacement for the departed bargaining unit employee (b) bid on an available part-time position or (c) choose to fill it as a regular full-timer. However, if this situation arises more than six (6) months after a shared job was originally posted for bid, it will be re-posted. If the remaining bargaining unit employee successfully bids on a part-time position, the full-time position will be re-posted;
7. Members of the job sharing team must execute the Hospital's Job Sharing Agreement.

C. For temporary vacancies such as members on Family Medical Leave, one or more bargaining unit employees can share a position for the duration of the vacancy.

