SANTA MONICA COLLEGE
PERSONNEL COMMISSION
CLASSIFICATION PLAN

Accounting & Finance	Range
CHIEF DIRECTOR OF BUSINESS SERVICES	A21
DIRECTOR OF FISCAL SERVICES	A15
CONTROLLER	M32
DIRECTOR OF BUDGET	M32
DIRECTOR OF FACILITIES FINANCE	M32
DIRECTOR OF AUXILIARY SERVICES	M31
DIRECTOR OF THE SMC FOUNDATION	M30
DIRECTOR OF GRANTS	M24
ACCOUNTING MANAGER	M24
ACCOUNTING MANAGER-FOUNDATION	M24
ACCOUNTS PAYABLE SUPERVISOR	M17
ACCOUNTING SUPERVISOR	M14
ACCOUNTANT	42
BUDGET ANALYST	38
ACCOUNTING TECHNICIAN	34
ACCOUNTING SPECIALIST	30

Athletics	Range
ATHLETIC TRAINER	41
ATHLETIC AND KINESIOLOGY EQUIPMENT SPECIALIST	26
ATHLETIC ACTIVITIES ASSISTANT	21

Bookstore & Cashier	Range
CAMPUS STORE MANAGER	M16
ENTERPRISE BUSINESS SUPERVISOR	M14
CAMPUS STORE ASSISTANT MANAGER	M7
COURSE MATERIALS BUYER	33
MERCHANDISING BUYER	33
CAMPUS STORE OPERATIONS COORDINATOR	30
ENTERPRISE BUSINESS SERVICES SPECIALIST	30
CAMPUS STORE OPERATIONS ASSISTANT	26
ENTERPRISE BUSINESS SERVICES CLERK	24
CUSTOMER SERVICES ASSISTANT	18
BOOKSTORE CLERK/CASHIER	14

Building Maintenance & Construction	Range
DIRECTOR OF FACILITIES MAINTENANCE & OPERATIONS	M34
DIRECTOR OF FACILITIES MAINTENANCE	M31
ASSISTANT DIRECTOR FACILITIES MAINTENANCE	M24
MECHANICAL SYSTEMS MANAGER	M24
CONSTRUCTION MAINTENANCE MANAGER	M22
FACILITIES MAINTENANCE SUPERVISOR	M17
CONSTRUCTION MAINTENANCE SUPERVISOR	M15
CENTRAL PLANT OPERATOR	43
ELECTRICIAN	41

HVAC MECHANIC	41
PLUMBER	41
CARPENTER	39
JOURNEYMAN TRADE - WELDING	39
LOCKSMITH	39
PAINTER	39
SKILLED MAINTENANCE WORKER II	36
SKILLED MAINTENANCE WORKER I	31

Campus Safety	**Range**
CHIEF OF POLICE	A20
COMMUNITY COLLEGE POLICE CAPTAIN	M33
COMMUNITY COLLEGE POLICE SERGEANT	M22
COMMUNITY COLLEGE POLICE OFFICER	PD42
EMERGENCY AND SAFETY COORDINATOR	41
COMMUNITY COLLEGE POLICE TRAINEE	PD33
SENIOR COMMUNITY COLLEGE POLICE DISPATCHER	34
COMMUNITY COLLEGE POLICE DISPATCHER	31
POLICE SERVICES ASSISTANT	29
CAMPUS SAFETY OFFICER	26
PARKING ENFORCEMENT OFFICER	20

Clerical & Administrative Support	**Range**
(CONFIDENTIAL) EXECUTIVE COORDINATOR-DISTRICT & BOARD OF TRUSTEES	C46
(CONFIDENTIAL) ADMINISTRATIVE ASSISTANT IV, SUPERINTENDENT AND PRESIDENT	C42
(CONFIDENTIAL) ADMINISTRATIVE ASSISTANT III	C40
ADMINISTRATIVE ASSISTANT III	39
ADMINISTRATIVE ASSISTANT II	32
ADMINISTRATIVE ASSISTANT I	28
ADMINISTRATIVE CLERK	21
SWITCHBOARD OPERATOR	18

Deaf and Hard of Hearing Services	**Range**
DEAF & HARD OF HEARING SUPERVISOR	M17
SIGN LANGUAGE INTERPRETER III	46
SIGN LANGUAGE INTERPRETER II	41
SIGN LANGUAGE INTERPRETER I	34

Facilities Operations	**Range**
DIRECTOR OF FACILITIES OPERATIONS	M31
ASSISTANT DIRECTOR OF FACILITIES OPERATIONS	M24
GROUNDS MANAGER	M15
CUSTODIAL OPERATIONS MANAGER	M14
GROUNDS SUPERVISOR	M8
CUSTODIAL OPERATIONS SUPERVISOR	M7
RECYCLING PROGRAM SPECIALIST	34
IRRIGATION SYSTEMS SPECIALIST	33
SENIOR GROUNDS EQUIPMENT OPERATOR	33
GROUNDS EQUIPMENT OPERATOR	27
LEAD CUSTODIAN	23

GROUNDS WORKER	22
CUSTODIAN	19

Facilities Planning	Range
DIRECTOR OF FACILITIES PLANNING AND CONSTRUCTION	M39
ASSISTANT DIRECTOR FACILITIES PLANNING AND CONSTRUCTION	M27

Health Services	Range
HEALTH CENTER SUPERVISOR	M37
NURSE PRACTITIONER	64
REGISTERED NURSE – HEALTH SERVICES	48
HEALTH SCIENCES LEARNING LAB SPECIALIST	40
CLINICAL PLACEMENT SPECIALIST	34
HEALTH ASSISTANT	26

Institutional Research	Range
SENIOR RESEARCH ANALYST	49
RESEARCH & PLANNING ANALYST	44
RESEARCH ASSISTANT	36

Instructional Assistance	Range
INSTRUCTIONAL & UNIVERSAL DESIGNER	51
FILM PRODUCTION COORDINATOR	41
TUTORING COORDINATOR – BUSINESS	34
TUTORING COORDINATOR - ENGLISH AND HUMANITIES	34
TUTORING COORDINATOR – LEARNING DISABILITIES	34
TUTORING COORDINATOR – MATH	34
TUTORING COORDINATOR - MODERN LANGUAGE	34
TUTORING COORDINATOR – SCIENCE	34
ACCOMPANIST-DANCE PERFORMANCE	34
ACCOMPANIST-MUSIC PERFORMANCE	34
ACCOMPANIST-DANCE	31
ACCOMPANIST-MUSIC	31
MUSIC TECHNICAL ASSISTANT	27
DISABLED STUDENT SERVICES ASSISTANT	21
INSTRUCTIONAL ASSISTANT-ENGLISH	23
INSTRUCTIONAL ASSISTANT-ESL	23
INSTRUCTIONAL ASSISTANT-LEARNING DISABILITIES	23
INSTRUCTIONAL ASSISTANT-MATH	23

Instructional Media & Reprographics	Range
REPROGRAPHICS SUPERVISOR	M13
INSTRUCTIONAL MEDIA SPECIALIST	41
MULTIMEDIA SPECIALIST	41
MULTIMEDIA SPECIALIST – CMD	41
ALTERNATE MEDIA SPECIALIST	39
INFORMATION TECHNOLOGY SUPPORT SPECIALIST	37
AUDIO/VISUAL EQUIPMENT TECHNICIAN	34
SENIOR REPROGRAPHICS TECHNICIAN	32
REPROGRAPHICS TECHNICIAN	30

MEDIA RESOURCES ASSISTANT	25

Instructional Technology	**Range**
SENIOR TECHNOLOGY USER SUPPORT SPECIALIST	43

KCRW	**Range**
KCRW RADIO STATIONS DIRECTOR	A9
RADIO ENGINEER MANAGER	M26
KCRW RADIO STATION ASSISTANT DIRECTOR	M20
KCRW RADIO STATION OPERATIONS MANAGER	M10
KCRW RADIO MEDIA AND PUBLIC RELATIONS OFFICER	44
KCRW RADIO STATION ENGINEER	44
KCRW RADIO STATION ASSISTANT ENGINEER	41
KCRW RADIO SUBSCRIPTION SERVICES SENIOR SPECIALIST	40
KCRW RADIO STATION RECORDING ENGINEER	37
KCRW RADIO WEBSITE NEWS PRODUCER	32
KCRW RADIO PROGRAMMING TECHNICIAN	29
KCRW RADIO SERVICES ASSISTANT	28
KCRW RADIO PROGRAMMING ASSISTANT	27

Laboratory Technical	**Range**
LEAD LABORATORY TECHNICIAN – ART	35
LEAD LABORATORY TECHNICIAN – CHEMISTRY	35
LEAD LABORATORY TECHNICIAN – LIFE SCIENCE	35
INSTRUCTIONAL COMPUTER LAB TECHNICIAN-DESIGN & MEDIA TECHNOLOGY	32
INSTRUCTIONAL COMPUTER LAB TECHNICIAN-DIGITAL PHOTOGRAPHY	32
LABORATORY TECHNICIAN-ART	32
LABORATORY TECHNICIAN-BROADCAST DIGITAL MEDIA	32
LABORATORY TECHNICIAN-CHEMISTRY	32
LABORATORY TECHNICIAN-FASHION	32
LABORATORY TECHNICIAN-LIFE SCIENCE	32
LABORATORY TECHNICIAN- PHOTOGRAPHY	32
LABORATORY TECHNICIAN-PHYSICS	32

Library	**Range**
LEAD LIBRARY ASSISTANT-CIRCULATION	31
LEAD LIBRARY ASSISTANT-TECHNICAL SERVICES	31
LIBRARY ASSISTANT	26

MIS	**Range**
CHIEF DIRECTOR OF INFORMATION TECHNOLOGY	A21
DIRECTOR OF MANAGEMENT INFORMATION SYSTEMS	A15
INFORMATION SYSTEMS SECURITY OFFICER	M31
MANAGEMENT INFORMATION SYSTEM (MIS) MANAGER	M31
ENTERAINMENT TECHNOLOGY SERVICES MANAGER	M21
DATABASE ADMINISTRATOR	58
PRINCIPAL PROGRAMMER ANALYST	58
INFORMATION SYSTEMS ENGINEER	55
SENIOR PROGRAMMER ANALYST	54
IT PROJECT ANALYST	51

DATABASE ANALYST	49
PROGRAMMER ANALYST	48
ASSOCIATE PROGRAMMER ANALYST	42

Network Services	Range
DIRECTOR OF NETWORK SERVICES	A15
IT USER SUPPORT MANAGER	M29
NETWORK SERVICES MANAGER	M28
NETWORK ENGINEER	55
INFORMATION SYSTEMS ADMINISTRATOR	52
NETWORK ADMINISTRATOR	52
IT USER SYSTEMS ADMINISTRATOR	49
NETWORK ANALYST	47
INFORMATION TECHNOLOGY SUPPORT SPECIALIST	37

Payroll	Range
PAYROLL MANAGER	M20
PAYROLL SPECIALIST	32

Performing Arts and Events	Range
DIRECTOR OF FACILITIES PROGRAMMING	M32
PRODUCTION MANAGER	M23
THEATRE TECHNICAL DIRECTOR	43
LEAD THEATER TECHNICIAN	39
PLANETARIUM STAFF ADMINISTRATOR	39
THEATRE TECHNICAL SPECIALIST	37
STAGE DESIGN TECHNICIAN	35
COSTUME DESIGNER	33
STAGE CONSTRUCTION TECHNICIAN	33
STAGE CONSTRUCTION TECHNICIAN- LIGHTING	33
STAGE CONSTRUCTION TECHNICIAN- SOUND	33
THEATER TECHNICIAN	33
DANCE PRODUCTION SPECIALIST	31
THEATRE ARTS OPERATIONS ASSISTANT	29
EVENTS ASSISTANT	14

Personnel/Human Resources	Range
DIRECTOR OF THE PERSONNEL COMMISSION	A19
DIRECTOR OF HUMAN RESOURCES	M39
ASSISTANT DIRECTOR OF HUMAN RESOURCES-COMPLIANCE AND TITLE IX	M31
ASSISTANT DIRECTOR OF HUMAN RESOURCES-EMPLOYEE AND LABOR RELATIONS	M31
CLASSIFICATION AND COMPENSATION MANAGER	M24
SUPERVISING PERSONNEL ANALYST	M24
(CONFIDENTIAL) HUMAN RESOURCES ANALYST – EMPLOYEE AND LABOR RELATIONS	C52
HUMAN RESOURCES ANALYST – LEAVES & BENEFITS	51
HUMAN RESOURCES ANALYST – OPERATIONS	51
PERSONNEL ANALYST	51
PROFESSIONAL DEVELOPMENT COORDINATOR	51
EMPLOYEE BENEFITS COORDINATOR	42
HUMAN RESOURCES TECHNICIAN	38

PERSONNEL TECHNICIAN	38
HUMAN RESOURCES SPECIALIST	34
EMPLOYEE BENEFITS SPECIALIST	28
PERSONNEL SPECIALIST	28
PERSONNEL COMMISSIONER	$50 STIPEND PER MEETING

Public Relations and Marketing	**Range**
DIRECTOR OF MARKETING & COMMUNICATIONS	M30
DIRECTOR OF PUBLIC INFORMATION	M30
DIRECTOR OF WEB AND SOCIAL MEDIA STRATEGY	M30
PUBLIC INFORMATION OFFICER	M16
WEB CONTENT AND SOCIAL MEDIA MANAGER	M16
MARKETING DESIGN COORDINATOR	48
SENIOR GRAPHIC DESIGNER	45
WEB SERVICES COORDINATOR	45
GRAPHIC DESIGNER	39
WEB CONTENT DEVELOPER	36

Purchasing, Procurement & Asset Management	**Range**
DIRECTOR OF PROCUREMENT, CONTRACTS & LOGISTICS	M32
ASSET MANAGER	M16
SENIOR BUYER	45
BUYER II	41
BUYER I	33
PROPERTY CLERK	28

Risk Management	**Range**
DIRECTOR OF SAFETY AND RISK MANAGEMENT	M34
ASSISTANT DIRECTOR OF SAFETY AND RISK MANAGEMENT	M29
RISK AND INSURANCE COORDINATOR	45
INSURANCE PROGRAM SPECIALIST	38

Specialized Programs	**Range**
CASE MANAGEMENT COORDINATOR	51
SENIOR CAREER SERVICES ADVISOR	41
CAREER EDUCATION SPECIALIST	40
PROGRAM COORDINATOR – WORKFORCE & ECONOMIC DEVELOPMENT	39
PROGRAM COORDINATOR – COMMUNITY EDUCATION	37
PROGRAM COORDINATOR – EMERITUS	37
CAREER SERVICES ADVISOR	36
WORKFORCE AND ECONOMIC DEVELOPMENT SPECIALIST	34

Student Services	**Range**
DIRECTOR OF FINANCIAL AID AND SCHOLARSHIPS	M28
DIRECTOR OF SUSTAINABILITY	M28
DSPS MANAGER	M21
ADMISSIONS AND RECORDS SUPERVISOR	M15
EOPS/CARE SUPERVISOR	M15
FINANCIAL AID SUPERVISOR	M15
ASSESSMENT CENTER SUPERVISOR	M10

FINANCIAL AID SYSTEMS SPECIALIST	43
STUDENT COMMUNICATIONS COORDINATOR	38
SENIOR ACADEMIC RECORDS EVALUATOR	36
SENIOR ONLINE LEARNING SERVICES SPECIALIST	36
SENIOR STUDENT SERVICES SPECIALIST-INTERNATIONAL STUDENTS	36
SENIOR VETERANS RESOURCE SPECIALIST	36
SUPPLEMENTAL INSTRUCTION COORDINATOR	36
SENIOR EOPS SPECIALIST	35
SENIOR FINANCIAL AID & SCHOLARSHIP SPECIALIST	35
CURRICULUM SPECIALIST	34
INTERNATIONAL STUDENT SERVICES SPECIALIST	34
OUTREACH AND RECRUITMENT SPECIALIST	34
PROGRAM SPECIALIST	34
STUDENT JUDICIAL AFFAIRS SPECIALIST	34
TRANSFER & ARTICULATION SPECIALIST	34
ACADEMIC RECORDS EVALUATOR	33
EOPS SPECIALIST	33
FINANCIAL AID & SCHOLARSHIP SPECIALIST	33
CLASS SCHEDULING SPECIALIST	32
DSPS SPECIALIST	32
SENIOR ENROLLMENT SERVICES SPECIALIST	32
SENIOR STUDENT SERVICES SPECIALIST-ASSESSMENT SERVICES	32
VETERANS' RESOURCES SPECIALIST	32
ENROLLMENT SERVICES SPECIALIST	30
ONLINE LEARNING SERVICES SPECIALIST	30
STUDENT ONBOARDING SPECIALIST	30
STUDENT SERVICES SPECIALIST	30
BASIC NEEDS PROJECT ASSISTANT	28
STUDENT SERVICES ASSISTANT	25
COSMETOLOGY ASSISTANT	21
STUDENT SERVICES CLERK	21

Telecommunications	Range
IT INFRASTRUCTURE MANAGER	M29
NETWORK COMMUNICATIONS TECHNICIAN III	49
NETWORK COMMUNICATIONS TECHNICIAN II	45
NETWORK COMMUNICATIONS TECHNICIAN I	41

Transportation	Range
TRANSPORTATION OPERATIONS COORDINATOR	31
SHUTTLE DRIVER	26

Warehouse	Range
WAREHOUSE & MAIL SERVICES MANAGER	M7
LEAD RECEIVING, STOCKROOM AND DELIVERY WORKER	31
RECEIVING, STOCKROOM & DELIVERY WORKER	27
MAIL SERVICES WORKER II	25
MAIL SERVICES WORKER I	21