

**Tumwater School District  
Board Policy**

**JOB-SHARING STAFF MEMBERS**

A job-sharing assignment is the shared performance of the duties of one full-time, regular position by employees.

The superintendent is responsible for recommending to the board when the best interests of the district would be served by creating a job-sharing assignment for a particular position.

The district reserves the authority to:

1. Determine the number of job-sharing positions, if any, within the district;
2. Require job-sharing employees to attend staff training or other staff development activities at pro-rated FTE portion of full compensation;
3. Abolish any job-sharing assignment, or change a job-sharing position to a full time position held by one employee, at the sole discretion of the district;
4. Consider any request to create a job-sharing position in a position currently held by one employee, or vice versa;
5. Require job-sharing staff members to work full-time in the event of the termination or resignation of one of the job-sharing staff members, or until such time as a replacement can be hired, at the sole discretion of the district.

Legal References: RCW 28A.400.300

28A.405.070

Hiring and discharging employees —  
Leaves for employees — Seniority and  
leave benefits, retention upon  
transfers between schools  
Job Sharing

**ADOPTED: May 23, 2013**