

Effective Date: March 12, 2000

**STATE OF WISCONSIN
CLASSIFICATION SPECIFICATION**

CHALLENGE ACADEMY DIRECTOR

I. INTRODUCTION

A. Purpose of This Classification Specification

This classification specification is the basic authority under Wis. Admin. Code ER 2.04 for making classification decisions relative to a single professional supervisory and management position located within the Department of Military Affairs, Wisconsin National Guard Challenge Academy (WINGCA) which functions as the Director of the Challenge Academy. This is a two-phase program including residential and post residential responsibilities for cadets. This classification specification is not intended to identify every duty which may be assigned to the position, but is intended to serve as a framework for classification decision making in this occupational area.

Classification decisions must be based on the "best fit" of the duties within the existing classification structure. The "best fit" is determined by the majority (i.e., more than 50%) of the work assigned to and performed by the position when compared to the class concepts and definition of this specification or through other methods of position analysis. Position analysis defines the nature and character of the work through the use of any or all of the following: definition statements; listing of areas of specialization; representative examples of work performed; allocation patterns of representative positions; job evaluation guide charts, standards or factors; statements of inclusion and exclusion; licensure or certification requirements; and other such information necessary to facilitate the assignment of positions to the appropriate classification.

B. Inclusions

The single position in this classification encompasses the professional supervisory and management position located within the Department of Military Affairs which functions as the Director of the Wisconsin National Guard Challenge Academy Program. This position is responsible for managing and directing the Challenge Academy Program including housing, educating, transporting, training, mentoring, recruiting, medical, safety, security and well being of 16-18 year old high school dropouts (i.e., cadets) living in a disciplined military style environment.

C. Exclusions

Excluded from this classification are the following types of positions:

1. Positions which do not meet the statutory definition(s) of supervisor and management as defined in Wis. Stats. 111.81(19) and (13) as administered and interpreted by the Wisconsin Employment Relations Commission.
2. Positions which are not located within the Department of Military Affairs.
3. All other positions which are more appropriately identified by other classification specifications.

D. Entrance Into This Classification

Employees typically enter positions within this classification by competitive examination.

II. DEFINITIONS

CHALLENGE ACADEMY DIRECTOR

This position is located in the Department of Military Affairs and directs the Wisconsin National Guard ChalleNGe Academy Program with responsibility for housing, educating, transporting, training, mentoring, recruiting, medical, safety, security and well being of 16-18 year old high school dropouts (i.e., cadets) living in a disciplined military style environment while studying for the state's high school equivalency certificate. This position manages and administers the program which includes the following activities: ensuring the safety, security and well-being of the cadets; appearing before civic, lay, press and professional groups to discuss the purpose and structure of the program; assuring provision of primary medical care for cadets during their training period at Fort McCoy; and coordinating proper logistical operations with the Commander at Fort McCoy.

III. QUALIFICATIONS

The qualifications required for these positions will be determined at the time of recruitment. Such determinations will be made based on an analysis of the goals and worker activities performed and by an identification of the education, training, work, or other life experience which would provide reasonable assurance that the knowledge and skills required upon appointment have been acquired.

IV. ADMINISTRATIVE INFORMATION

This classification was created to accommodate implementation of the expansion of the broad band pay structure effective March 12, 2000, and announced in Bulletin CLR/SC-109 to describe a single position which functions as the Director of the ChalleNGe Academy. This position was previously classified as a Superintendent, Youth Leadership Facility.

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