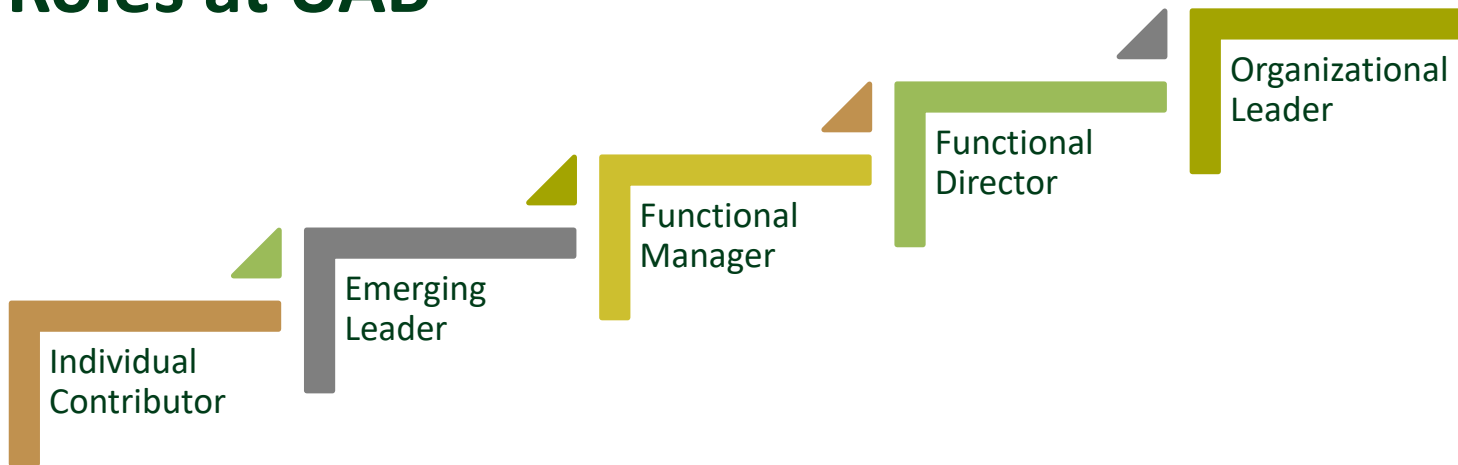


Job Roles at UAB



Job Role Defining Criteria:

- **Responsibility:** The level of instruction, direction, and guidance required for self and others to achieve consistent and desirable outcomes.
- **Accountability:** The level of answerability for self and others as measured by expected outcomes.
- **People:** The level of influence one has over the work environment, task assignment, performance appraisal and career development of others.
- **Budget:** The level of influence one has over the procurement, budget, and finances of a function, department or the organization.
- **Processes:** The level of influence one has over the change of processes within a department, or the process flow between departments or within the organization.
- **Initiatives:** The level of influence one has over the development of goals and objectives for self, functions and the organization.
- **Leadership Role:** Individual Contributor, Emerging Leader, Functional Leader or Organizational Leadership.
- **Reports to:** Relates to the scope of job relationships and reporting structures.
- **Jobs:** Relates to job titles found within the role definition.

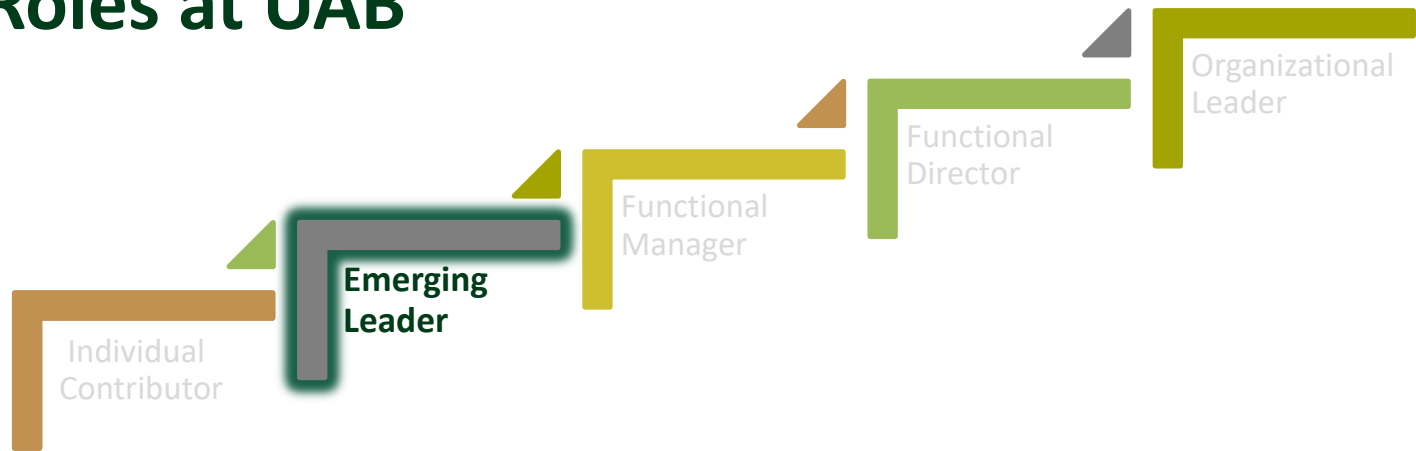
Job Roles at UAB



Job Scope:

- **Responsibility:** Works independently or collaboratively within a team environment. Receives direct to minimal supervision, and applies knowledge, skill and expertise to a specialized discipline. May involve developing new solutions but is expected to deliver consistent results.
- **Accountability:** Answerable to others for self and acts within a task or team level mindset. Effective at managing their own time and responsibilities.
- **People:** No direct influence over other individuals, but works well with others through collaboration and effective communication.
- **Budget:** No direct influence over budget, procurement or business finances.
- **Processes:** No direct influence over business processes, but may have influence over tasks directly associated with their job responsibilities.
- **Initiatives:** May have some influence over personal development goals, but does not directly influence the development of departmental or organizational goals and objectives.
- **Leadership Role:** Individual Contributor.
- **Reports to:** Team Lead, Functional Manager, Functional Director or Organizational Leadership.
- **Jobs:** Labor, Skilled Labor, Assistant, Associate, Analysts, Specialists, Techs and Administrative Support.

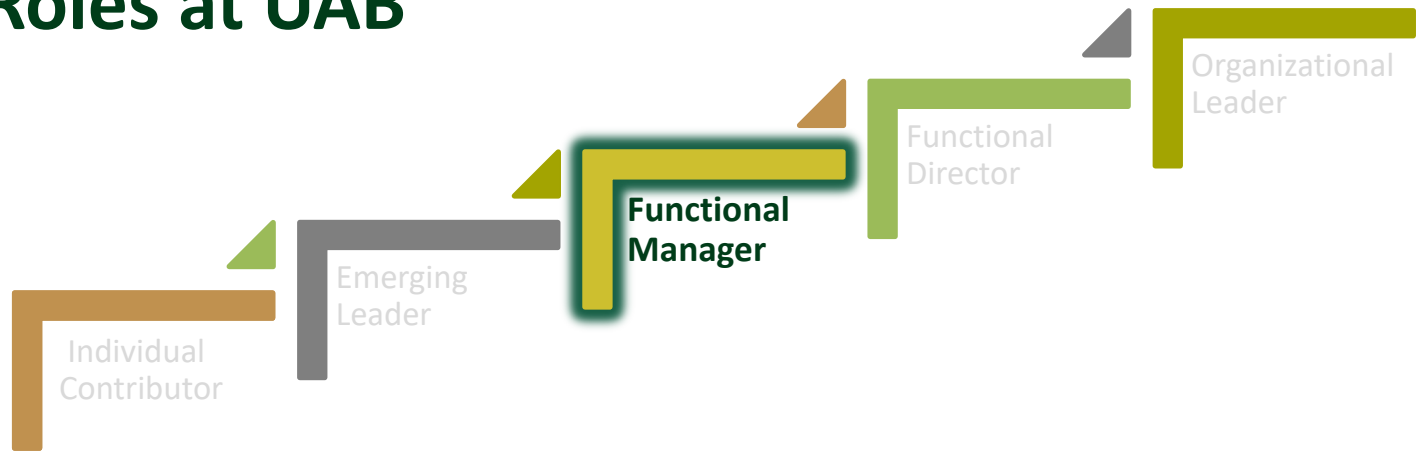
Job Roles at UAB



Job Scope:

- **Responsibility:** Provides task level instruction, direction and guidance to an Individual Contributor or a group of Individual Contributors within a team. May represent the team as a stakeholder in discussions or as the point-of-contact for departmental and organizational communications.
- **Accountability:** Answerable to others for self and the consistent results and approach of the team.
- **People:** May mentor, coach or coordinate the work of Individual Contributor(s). May provide input on performance evaluations, but generally is not involved with merit awards.
- **Budget:** May share some task responsibilities over budget, procurement or business finances, but generally is not responsible for overall departmental finances.
- **Processes:** Has direct influence over task processes of others, but little influence over business processes.
- **Initiatives:** May have some influence over the development goals for self and others, but does not directly influence the development of departmental or organizational goals and objectives.
- **Leadership Role:** Emerging Leader.
- **Reports to :** Functional Manager, Functional Director or Senior Leader.
- **Jobs:** Supervisor, Team Lead.

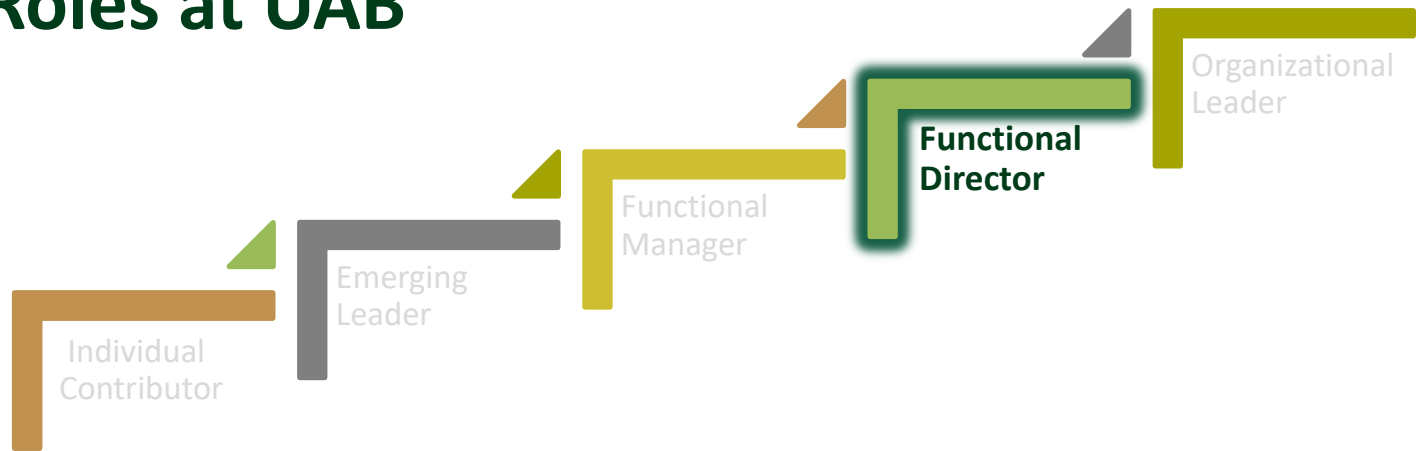
Job Roles at UAB



Job Scope:

- **Responsibility:** Provides instruction, direction and guidance to a functional team or program. Represents the functional area as a stakeholder in larger discussions and is a point of contact for organizational communications.
- **Accountability:** Accountable to a Functional or Organizational Leader for the effective daily operations of a functional team or program.
- **People:** Communicates job expectations and evaluates job performance of Individual Contributors and/or Supervisors/Team Leads.
- **Budget:** May be responsible for budgeting, financial reviews and maintenance, monitoring of financial goals, and/or monitoring and approving expenditures for a program or functional area.
- **Processes:** Has direct influence over task processes of others, and influence over business processes within the functional unit.
- **Initiatives:** May establish functional or program level initiatives based on cascaded organizational initiatives.
- **Leadership Role:** Functional Leader.
- **Reports to:** Functional Director, Senior Leader, or Organizational Leadership.
- **Jobs:** Manager, Assistant Director, Associate Director.

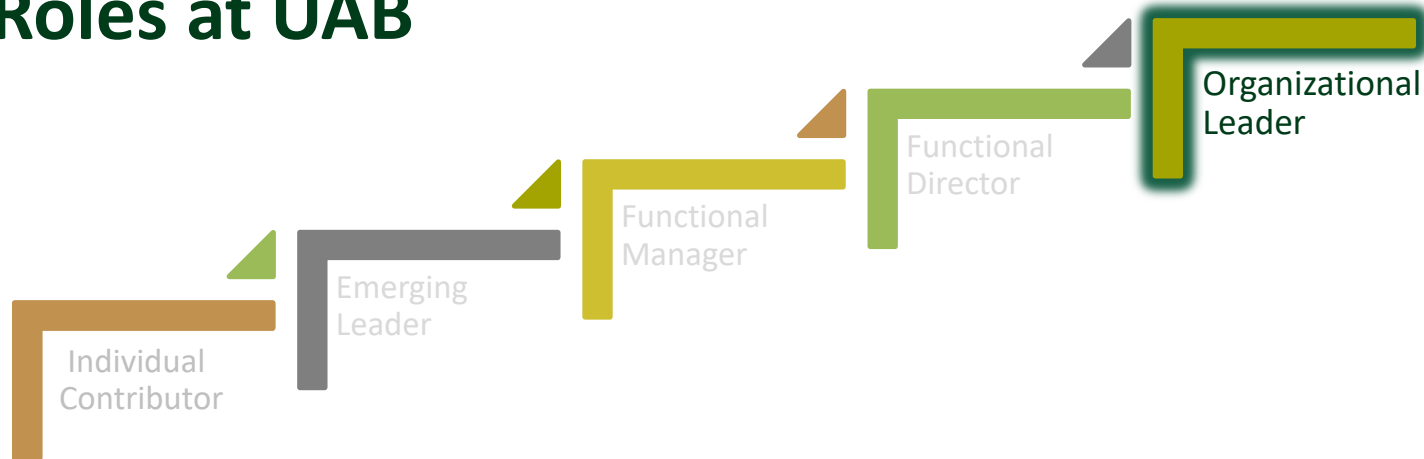
Job Roles at UAB



Job Scope:

- **Responsibility:** Provides instruction, direction, and guidance to a functional department or unit. Represents the department/unit area as a stakeholder in larger discussions and is a point of contact for organizational communications.
- **Accountability:** Accountable to a Senior Functional or Organizational Leader for the effective daily operations of a department or unit.
- **People:** Communicates job expectations and evaluates job performance of Individual Contributors, Supervisors/Team Leads, and/or Functional Managers.
- **Budget:** Is responsible for budgeting and financial reviews and maintenance, monitoring of financial goals, and monitoring and approving expenditures of a department or unit.
- **Processes:** Has direct influence over departmental business processes and indirectly influences organizational business processes.
- **Initiatives:** Establishes departmental or unit level initiatives based on cascaded organizational initiatives.
- **Leadership Role:** Functional Leader.
- **Reports to:** Senior Leadership, Organizational Leadership or Executive Leadership.
- **Jobs:** Operations Director, Functional Director, Unit Director, Chair, Executive Director.

Job Roles at UAB



Job Scope:

- **Responsibility:** Establishes overall organizational vision and strategic initiatives. Provides direction to functional department and unit leadership. Represents the overall organization within a specialized function. Is the point of origination for organizational communications.
- **Accountability:** Accountable to a Senior Organizational Leader or Board of Trustees for the effective operation of an organizational unit and/or the overall organization.
- **People:** Communicates job expectations and evaluates job performance of Individual Contributors, Team Leads, Functional Managers, Functional Directors and/or Organizational Leaders.
- **Budget:** Is responsible for budgeting and financial reviews and maintenance, monitoring and establishment of financial goals, and monitoring and approving expenditures of a specialized organizational function.
- **Processes:** Has direct influence over organizational business processes within a specialized organizational function and/or for the overall organization.
- **Initiatives:** Establishes overall and specialized functional organizational initiatives and cascades these initiatives downward to functional units. Establishes the overall mission, vision and values of the organization.
- **Leadership Role:** Organizational Leader.
- **Reports to:** President, Senior Vice President, Vice President or Board of Trustees.
- **Jobs:** Vice President, Associate VP, Assistant VP, Dean, Chief Officer, Provost, President.