Policy – The Association utilizes the Cornell Cooperative Extension System Classification Model. Each position within the Association is assigned a classification payroll title reflective of the position’s role and accountabilities.

Pay Rates – Rates of pay are established by the Association in accordance with the Association Compensation Program. The Association’s goal is to pay each employee fairly based upon performance and financial capability, and consistent with job responsibilities. Any pay increase received is contingent on the financial capability of the Extension Association.

Reclassification – If an employee’s role changes over time, it may result in a reclassification to reflect increased accountabilities. An employee may request through their supervisor an Association review of the classification level based upon set classification criteria. The classification system is based upon roles and accountabilities of the position and not on individual performance.

Access to Information - The Classification Model is available through the Cornell Cooperative Extension website. Please notify your supervisor if you are having any difficulty accessing this information.