Full Position Management Project update for PeopleAdmin Users

You're receiving this message because you have access to post positions in PeopleAdmin.

Hello:

You may have heard that starting Monday, Oct. 11, all faculty, staff and student employees will have positions for all their appointments in ConnectCarolina. Since you create postings for recruitments in PeopleAdmin, we want to make sure you know what changes to expect and what resources are available to help.

What will be different

Starting on Monday, Oct. 11, before you are able to create any type of posting in PeopleAdmin, you'll first need to ask a member of your HR team to create a position in ConnectCarolina for that posting. This change will apply to all recruitments

Similar to how SHRA positions have worked in the past, the position will flow from ConnectCarolina to PeopleAdmin at 11:00 a.m., 1:00 p.m., 3:00 p.m., 5:00 p.m. and 11:00 p.m. daily. Once the position is in PeopleAdmin, you'll notice that you can no longer change some fields, some fields will be new, and other fields will be relabeled.

Learn more

- To help ensure that you are prepared, we've created a Full Position Management page on ccinfo.unc.edu with updated information and resources.
- If you didn't get a chance to attend the HR User Group Meeting on Aug. 25, you can watch the recording to see an overview of the changes and why they're needed.

Why are these changes needed—and why now?

Those managing finances at the Board of Trustees and at the University System level think in terms of positions when discussing budgets. As a result, the University has to translate our appointments (which don't have positions) into positions. Translating this data is an unstable process that gets increasingly complex as the System Office requests more data. Plus, this translated data exists as a point in time, and campus HR and Finance leadership can't adjust it before it is sent.

Therefore, having all faculty, staff and student employees in positions will facilitate the next budget planning cycle and will improve the transparency of the information being sent to the System Office. It will also bring benefits like:

- Being able to track positions even if there is no incumbent
- Setting attributes like Campus Security Authority by position so they don't have to be set by person.
- Retaining organizational rollups even if positions are empty.

For more details about why this project is being done, see the "PeopleAdmin" section on the [Full Position Management page.](#)

Up next

Closer to the Oct. 11 go-live date, we'll also send another email with more details and resources. In the meantime, if you have questions, concerns or ideas, send a note to hr@unc.edu.

Sincerely,

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