Iowa Department of Administrative Services – Human Resources Enterprise
Classification Series Guidelines

Performance Results Series

Classes in the Series

Class Code	Class Title
00715	Performance Results Practitioner
00717	Performance Results Facilitator
00718	Performance Results Administrator

Series Concept

Positions in this series perform enterprise-wide or statewide professional performance management and improvement work in one or more results initiatives. Results initiatives are defined as:

Early Childhood Iowa: Includes early care, health, and education programming for children birth to age 5 in Iowa.

Lean: Includes performance improvement tools such as Kaizen, Value Stream Mapping, and Design for Lean Sigma.

Organizational Development: Includes implementation of strategies to achieve improvements in the areas of Leadership, Strategic Planning, Customer and Market Focus, Measurement, Human Resource Systems, Process Management, Change and Transition Management and Business Results. Involves strategic and tactical approaches for effective implementation, including developing a statewide plan and establishing long-range goals, objectives and requirements.

Performance Auditing: Includes assessment of the quality of agency performance information provided by executive branch agencies, and evaluation of program and strategy effectiveness in areas critical to implementation of Governor's Leadership Agenda. The program enables agencies to focus on aspects of government performance that add value to Iowans and are critical to achievement of the agency mission.

Performance Measurement and Reporting: Includes: 1) implementation of a results-oriented performance measurement system including benchmarks in key priority areas and results-oriented program performance measures; 2) integration with the I/3 Budget System; and 3) development and implementation of a Return on Investment Analysis methodology. Involves the creation and submission of annual performance reports documenting key results related to agency operations and implementation of the Quarterly Leadership Agenda Development Review (LADR).

Planning and Deployment: Includes State's Strategic and Operational Planning and Deployment efforts at both enterprise and department levels. Involves strategic and tactical approaches for effective implementation.

Risk Management: Includes continuous improvement of risk control policies and programs in the executive branch to identify, quantify and communicate risks to the State. Also includes recommendations of policies to reduce exposure to risk, including establishment of enterprise and agency risk management goals and measures and assessment of progress in achieving goals

Exclusions

Positions that perform the full range of supervisory duties. Such positions should be classified in the appropriate supervisory class.

Class Distinctions

Performance Results Practitioner

Employees perform entry to journey level work in the facilitation of performance management and improvement work in one or more of the results initiatives enterprise-wide or statewide. Employees work directly with departments or local entities (e.g., local Empowerment Boards) by providing training and technical assistance.

Performance Results Facilitator

Employees perform complex work in facilitating one or more of the results initiatives enterprise-wide or statewide. Employees consult and advise department management in one or more results initiatives and make performance management and improvement recommendations, or employees manage a statewide Empowerment program.

Performance Results Administrator

Positions classified at this level are located in the Department of Management only and administer one or more enterprise-wide or statewide results initiatives and provide oversight to lower level positions in the series.

Notes

Classes in this series include a responsibility for leading and managing results initiatives through the course of normal work duties. Incumbents are not eligible for additional compensation solely on this basis; however, eligibility for lead worker pay may still apply to other situations, in accordance with DAS administrative rules.

Effective date: 09/24 KC