



PARKS & RECREATION

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Date: 12/31/2017    **Updated:** 06/30/2022    **Date To Be Reviewed:** Three Years – 12/31/2025

## Title of Document: 4.1.10 LOPR\_Promotion

**Background:** The City of Lake Oswego strives to achieve the best possible match of City jobs to individual skills, and may initiate promotions in response to the needs of the organization and its employees. Lake Oswego Parks & Recreation (LOPR) adheres to the policy and guidelines set forth in Personnel Policy (PP) 2-6 Job Changes. A promotion is the appointment of an employee to a vacant or reclassified position with a higher salary range and greater duties and responsibilities. To the extent possible, current qualified employees are given first consideration as candidates for job vacancies. LOPR occasionally has opportunities for promotions and works with the Human Resources Department to ensure equity in opportunity with a recruitment.

### **Links to Sources:**

[Personnel Policy 2-6 Job Changes](#)

**Responsibility/Contacts:** Director, Administrative Assistant