
Policy: Recruitment and Promotion Process

Adopted by City Council: October 2023

BPRYCS employs over 300 full-time, part-time and seasonal workers throughout the year to execute the department's mission.

Recruitment Goals and Strategy

BPRYCS strives to attract highly-qualified applications for every position and desires to select employees who bring a combination of talent and passion to the department. BPRYCS Department's recruitment objectives include:

- To attract highly-qualified applicants with desired education and certifications,
- To attract applicants who possess a combination of talent and passion, and
- To encourage workplace diversity by following all applicable laws related to equal opportunity employment.

Employment opportunities are posted at the City of Bristol website [EMPLOYMENT | Bristol, CT - Official Website \(bristolct.gov\)](#). Per union contracts all Local 1338 and Local 233 positions are first posted internally via an internal posting job board located at the BPRYCS Main Office and satellite offices including the Dennis Malone Aquatics Center and Rockwell Maintenance Building. All Bristol Professional Supervisors Association (BPSA) jobs are posted both internally and externally at the same time. In addition to local postings, notifications for department openings are posted at relevant state associations including the Connecticut Recreation and Parks Association and the Connecticut Youth Services Association websites.

Promotion Process

When possible, the BPRYCS prioritizes the promotion of internal staff members that qualify. For 233 and 1338 union positions, the employee with the most seniority, that meets the qualifications, has the first opportunity to qualify for the job. Promotions, testing and probationary qualification periods are established in *Article IV Promotions* of the collective bargaining agreements between the City of Bristol and Local 233 and 1338. For BPSA positions promotions are outlined in *Article VI Appointments and Classifications* which states fair consideration is given to any applicant within the bargaining unit. The City reserves the right to select the best qualified applicant, but in the event qualifications are equal the applicant from within the bargaining unit is given preference.

(Source: City of Bristol Collective Bargaining Agreements at [Labor Contracts | Bristol, CT - Official Website \(bristolct.gov\)](#)).