



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724


Office of the Mayor

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MEMORANDUM

TO: City Council
FROM: Mayor Steve Allender 
DATE: November 24, 2020
SUBJECT: Authorize mayor to hire a full-time HRC/MOA Coordinator at a NU21 Step 20 (\$76,151.13 annually).

PURPOSE:

Earlier in the year, the City Council approved of the Human Relations Commission Task Force's recommendations to revamp the Human Relations Commission, to merge with MOA, and to hire a full-time Coordinator to support this work.

This position was advertised for five weeks, and we were pleasantly surprised to see Malcom Chapman submit an application. As many of you know and can observe from reviewing Malcom's resume, Malcom is the ideal candidate for this role, and we did not anticipate a candidate of his caliber applying when we created the job description.

Considering this, and the mayor's current limitation in hiring employees up to Step 7 in any Grade, I respectfully request Council authorization to hire Malcom at a NU21 Step 20 (\$76,151.13 annually) for the newly created HRC/MOA Coordinator position. I believe this annual salary is more in line with Malcom's skillset, as opposed to a Step 7 (\$64,794.66 annually) on the wage scale.

If you wish to review Malcom's resume, please stop by the Mayor's Office at your convenience. We have a copy on file.



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