

Ships' Crews (SC) Group

Introduction This classification standard mapping tool has been developed to ensure consistency in applying the *Ships' Crews* classification standard to UCS-style work descriptions and to assist in identifying and collecting information that may be missing from these work descriptions.

Getting Started Before you begin, you will need to read the entire work description. The map will guide you to the UCS elements where you are most likely to find the information you need to evaluate the position for each of the factors in the classification standard. However, there may be relevant information elsewhere in the work description. You may also have to talk to the manager and consult other sources of information such as your human resources information system, or other documentation to gain a good understanding of the position being evaluated.

In the map below, you will find a list of the elements in the UCS-style work description that are relevant in applying the *Ships' Crews* classification standard, for each of the factors in the standard. The factors in the classification standard appear on the left. The map will also help you identify other information that is required to evaluate the work description, as well as where you can find this additional information. The UCS element(s) that are considered most relevant to the factors in the classification standard appear in **bold**.

<i>Comprehension and Judgement</i>	<i>UCS Element</i>	<i>What to look for</i>
	Information for the Use of Others	Responsibility for information may provide an indication of requirement for comprehension and judgement
	Leadership of Human Resources	Relevant to any leading/supervisory functions (coordinating work of others, for example)
	Physical Assets and Products	Relevant as indicator of complexity of equipment used – requirement to understand instructions and operating principles
	Job Content Knowledge Application	Breadth and depth will indicate requirement for understanding of relevant principles, practices, etc. – comprehension and judgement required

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<i>Comprehension and Judgement</i> <i>...continued</i>	<i>UCS Element</i>	<i>What to look for</i>
	Contextual Knowledge	Application of contextual knowledge will indicate requirement for comprehension and judgement in application of rules, guidelines, etc.
	Communication	May have some relevance – interpretation of guidelines, instructions, etc.
	Intellectual Effort	Provides an indication of the requirement for understanding of relevant principles and methods; illustrates complexity of the work and requirement for judgement
<i>Training and Experience</i>	Information for the Use of Others	Responsibility for information may provide an indication of level of training and experience required
	Well-being of Individuals	Relevant for specialized training for search and rescue for some positions
	Leadership of Human Resources	Relevant to any leading/supervisory functions; may give indication of management training required
	Physical Assets and Products	Relevant for requirement for training and experience to operate specialized equipment
	Ensuring Compliance	Relevant for safety training
	Job Content Knowledge Application	Breadth and depth of knowledge of practices, principles, etc. may indicate level of training and experience required
	Contextual Knowledge	Application of contextual knowledge may indicate requirement for training in application of regulations, codes, legislation
	Communication	May have some relevance for training
	Motor and Sensory Skills	May provide an indication of training and experience required
	Intellectual Effort	Difficulty of the problems encountered will provide an indication of level of training and experience required
	Other information required and where to find it	Level of formal and on-the-job training required – manager; key activities may also provide further information
<i>Effort</i>	Information for the Use of Others	May have some relevance for mental effort

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<i>Effort</i> <i>...continued</i>	<i>UCS Element</i>	<i>What to look for</i>
	Leadership of Human Resources	Level of supervision may reflect mental effort required to plan work of others, supervise staff
	Physical Assets and Products	Relevant for variety of equipment used and effort associated with its operation
	Job Content Knowledge Application	Breadth and depth may provide an indication of mental and physical effort required to perform trade related activities
	Communication	May have some relevance for mental effort
	Motor and Sensory Skills	Relevant for mental and physical effort
	Intellectual Effort	Important in illustrating difficulty of problems and mental effort required to solve them
	Sustained Attention	Relevant for mental effort
	Physical Effort	Relevant for physical effort
	Work Environment	Relevant for identifying physical effort
	Risk to Health	Relevant
	Other information required and where to find it	Key activities and percentage of time spent on each may provide more information
Responsibility	Information for the Use of Others	May have some relevance
	Well-being of Individuals	Relevant when the “buddy system” is in place and when involved in search and rescue activities
	Leadership of Human Resources	Will provide indication of responsibility for safety of others when supervising staff
	Physical Assets and Products	Relevant for proper care and use of equipment, materials and structures
	Ensuring Compliance	Relevant for safety of others
	Job Content Knowledge Application	Breadth and depth of knowledge of trade practices may confirm responsibility for care and use of materials, equipment, structures, and safety of others

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<i>Responsibility</i> <i>...continued</i>	<i>UCS Element</i>	<i>What to look for</i>
	Contextual Knowledge	Application of contextual knowledge of operating and marine procedures, safety rules and procedures, etc. may reflect responsibility
	Intellectual Effort	May indicate or confirm requirement for decision making related to responsibility for use of resources and safety of others; consequence of error
	Work Environment	Some relevance for safety of others
	Other information required and where to find it	Organization chart and the manager may have further information on responsibility, consequence of error, etc.
<i>Working Conditions</i>	Physical Assets and Products	May indicate if personal protective equipment required, etc; as well, nature and variety of equipment used
	Motor and Sensory Skills	Relevant as indicator of possible hazards
	Sustained Attention	Relevant
	Physical Effort	Relevant for frequency of exposure to disagreeable conditions
	Work Environment	Relevant for frequency of exposure and severity of disagreeable conditions
	Risk to Health	Relevant for hazards
	Other information required and where to find it	Percentage of time for key activities may indicate relative importance of the above elements
<i>Supervision</i>	Leadership of Human Resources	Good indication of nature of supervisory responsibility
	Job Content Knowledge Application	Relevant for managerial knowledge
	Intellectual Effort	May have some relevance for nature of supervisory responsibility
	Other information required and where to find it	Number of employees supervised – organization chart, manager