



As we make the transition to Workday, one of the key elements is to design processes that will create a better, more streamlined experience for our end users. As the recruiting process was being developed, Minnesota State submitted a request to MMB to determine if posting classified positions in Workday in lieu of Recruiting Solutions would be allowed. We have recently obtained approval of this request, allowing for the recruiting process of both classified and unclassified positions to be performed in Workday and applicants to be housed in a single system.

While we are still working through what the finalized process will look like and when it will be available with MMB, the overall structure is projected to look like this:

Classified Positions



The classified postings will appear on the State’s website, and applicants will click on a link that appears in the posting to apply. When they click on the link, applicants will be redirected to Workday to complete their application. The recruiting team will then complete the remainder of the recruiting process in Workday.

Unclassified Positions



Once we go live, Workday Recruiting will replace PeopleAdmin, and all unclassified postings will be created in Workday Recruiting. Institutions will have time to complete the recruiting process for any postings remaining in PeopleAdmin after Workday is implemented.

As shown in the process flows above, the only difference between the processes for classified and unclassified positions is at the beginning. Recruiters will post each classified position in both Recruiting Solutions and Workday Recruiting, while unclassified positions will be posted in Workday Recruiting.

We are currently working with Mn.IT to determine if they will be able to edit our Recruiting Solutions template prior to go-live, as well as with PeopleAdmin to calculate how much additional time institutions will need access to PeopleAdmin afterwards. We will continue to communicate updates as we learn more about the process and timeline.

