Supervisory Organization Staffing Models

**Supervisory Organizations**

- **Supervisory organizations** are the foundation of HR processing in Workday. They group workers into a management hierarchy. Jobs and positions are associated with supervisory organizations. Roles are assigned to supervisory organizations.

Each supervisory organization has one manager and contains the manager’s workers. Managers do not belong to the same supervisory organization that they manage. Instead, they belong to the supervisory organization directly superior to the one(s) they manage. Supervisory organizations replace the reports to structure in HRMS.

**Staffing Models**

**Staffing models** define how jobs and positions are created and filled in a supervisory organization. Workday supports two types of staffing models:

- **Position Management (PM)**
  - One worker for one position
  - Allows tracking of vacant positions
  - Allows ability to see who has been in a position over time

- **Job Management (JM)**
  - Does not set specific limits on the number of jobs that can be filled
  - Jobs do not exist separately from the worker
  - Once a worker leaves, the job does not remain (there is no vacancy)

Each supervisory organization can only be set up as one staffing model, either job management or position management. If a manager supervises workers from both staffing models, that manager has two separate supervisory organizations, one for each staffing model. The job type determines which staffing model is used.

**Staffing Models and Workers**

*The following diagram shows the types of workers in the different staffing models.*
Supervisory Organization Naming Structure

- The four elements of a supervisory organization’s structure aid you in searching for specific supervisory organizations, workers, and positions.
- The abbreviated staffing model type (PM or JM) appears in the supervisory organization’s name based on the naming standard shown below.

Examples of Supervisory Organization Staffing Models

The following image shows a search based on the manager name. In the results, two supervisory organizations appear. One has a JM staffing model and one has a PM staffing model.