



**STATE OF NORTH CAROLINA
OFFICE OF STATE HUMAN RESOURCES**

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July 15, 2025

TO: Agency Heads
CC: Chief Deputies
FROM: Staci Meyer, Director, Office of State Human Resources *SM*
RE: Initial Guidance for Session Law 2025-34 on Two Topics: More Flexibility for Continuous Postings and Implementation of New Law Regarding Knowledge, Skills, and Abilities

This memo provides guidance around two of the changes made in [Session Law 2025-34](#) (Senate Bill 124), which the Governor signed into law on July 1, 2025. The two topics discussed here address a few of the important HR improvements in the new bill. For more information about Senate Bill 124 as a whole, you can visit OSHR's website dedicated to this new law at <https://oshr.nc.gov/session-law-2025-34-state-hiring-accessibility-and-modernization>. This memo will be added to the resources that are available on that website.

Continuous Postings

Effective July 1, 2025, classifications to be used for continuous postings do not need to be approved by the State Human Resources Commission or the Director of the Office of State Human Resources. Going forward, the agency head or designee will approve continuous postings. Continuous postings that were previously approved by the Commission or the OSHR Director remain approved unless the agency head determines otherwise.

This new continuous posting authority will allow agencies to recruit better and hire faster when there are many vacant positions in a classification at the agency. When a continuous posting is made, the job always appears open for recruitment, and there is the opportunity to hire multiple people in the pool at the same time. That attracts more people to the job and allows more rapid hiring. As non-binding guidance, OSHR especially encourages agencies to consider continuous postings for a classification when (1) there are more than three positions vacant at that classification at that agency, and (2) the vacancy rate for that classification at that agency is more than 20 percent.

OSHR suggests that agencies look at their current set of continuous postings to find any that were originally posted more than 365 days ago. Applicants can sometimes assume that older continuous postings are out of date and no longer valid. Reposting older continuous postings can also draw more attention to the job opportunity on hiring websites. Agencies may also want to consider removing continuous postings for a classification if there have been no vacancies at that classification at that agency for an extended period of time.

Job Postings and Minimum Qualifications

Effective July 1, 2025, candidates now meet the minimum qualifications of a position if they have the minimum education and experience listed from the class specification. The knowledge, skills, and abilities listed in the vacancy announcement should be used as management preferences and be used to screen for the most qualified pool of applicants.

Given these changes, please follow these guidelines. We want to thank the Department of Public Safety for their careful analysis about the best way to implement the new law. We have drawn heavily from the Department of Public Safety's work in the guidelines below.

1. Postings issued prior to July 1, 2025:
 - a. Candidates should be screened using the Minimum Education and Experience AND the Knowledge, Skills, and Abilities (KSAs) in the vacancy announcement to determine if they are minimally qualified.
2. Postings issued July 1, 2025, and after:
 - a. Must be reposted – prior candidates need not reapply.
 - b. Any KSAs listed in the vacancy announcement should be used as management preferences and may only be used to screen for the Most Qualified candidate pool or for other selection decisions later in the hiring process.

Benefit of this change: Making KSAs management preferences allows agencies to respond more flexibly if the applicant pool is short on people who meet the hiring manager's ideal set of knowledge, skills, and abilities. In this situation, under the new law, the agency can consider whether its KSAs were overly limiting, and the agency can consider whether people in the pool who only meet some of the KSAs can grow to meet everything that is needed to perform the job in an ideal way. Agencies should have to repost jobs less frequently under this new process.
 - c. Pursuant to new N.C.G.S. § 126-14.2(b1), there are to be no more than five KSAs in the vacancy announcement without the approval of the agency head or designee.

Benefit of this change: Potential applicants can be turned off if they see more than a handful of KSAs in the vacancy announcement – the more KSAs that appear, the more people will hesitate to apply because they don't feel like they are the ideal applicant. You could also inadvertently

eliminate a qualified candidate from consideration by including too many KSAs. Ultimately, limiting the number of KSAs can increase the applicant pool.

- d. Remove any reference in the vacancy announcement to applicants needing to meet the posted KSAs to be considered minimally qualified for the position. (The vacancy announcement can describe KSAs as management preferences.)

3. New postings:

- a. Pursuant to new N.C.G.S. § 126-14.2(b1), there are to be no more than five KSAs in the vacancy announcement unless approved by your agency head or designee.
- b. KSAs are to be used as management preferences and used to determine the Most Qualified candidate pool.

4. Continuous Postings as of July 1, 2025:

- a. If there is language referencing that the applicants needed to meet both the Minimum Education and Experience requirements as well as the posted KSAs to be considered minimally qualified for the posting:
 - i. Remove the language and repost. Previous applicants do not need to reapply.
 - ii. Can still consider applications received prior to reposting, but screen candidates to be minimally qualified using only the Minimum Education and Experience in the vacancy announcement.
- b. If there was no language stating the applicants needed to meet both the Minimum Education and Experience requirements as well as the posted KSAs to be considered minimally qualified for the posting:
 - i. Do not need to repost.
 - ii. Screen applicants using the Minimum Education and Experience to determine who is minimally qualified.

As a reminder, under Executive Order 278 and Section 6 of the Recruitment and Posting of Vacancies Policy, you need the approval of your agency's HR Director or designee to add a management preference for additional education or years of experience above the Minimum Education and Experience on the class specification.

We will be providing further guidance in the coming weeks and months for the additional changes in Session Law 2025-34.

Please reach out to Kristin Siemek, State Talent Acquisition Manager, with any questions or concerns: kristin.siemek@nc.gov | (984) 236-0853.

Thank you for your commitment to a better North Carolina for all.