

# WAGE SCALE

*of the General Conference of  
Seventh-day Adventists*



Revised  
June 2, 1942

PRINTED IN U. S. A.

## INTRODUCTORY

"IN order that there may be a uniform basis for the remuneration of various classes of workers, a denominational wage scale has been adopted, which applies in principle in all the world.

"Minimum and maximum rates have been set for different classes of workers, with the suggestion that men of long experience and tried service be rated at or near the maximum, while those of less experience receive during their early terms of service, more nearly the minimum rates.

"Besides the regular wage, provision is made for meeting hotel room rates, with a fixed allowance for incidental expenses where workers are traveling; for rent subsidies where necessary; and for a supplementary rate to medical superintendents of sanitariums and assistant physicians."—*General Conference Working Policy*, pp. 205, 206.

## WAGE SCALE

1. The General Conference Committee at a specially called meeting held on June 2, 1942, adopted the following wage scale to become effective as of June 1, 1942, it being understood that institutions affected by the Federal or State wage and hour law make adjustments in the wages of their workers as nearly as possible in harmony with the provisions of the General Conference Wage Scale.

Groups of Workers	Mini- mum	Maxi- mum
General Conference President		\$47.50
General Conference Secretary		
General Conference Treasurer		46.25
General Conference Vice-Presidents		
General Conference Associate Secretaries		
General Conference Undertreasurer	\$42.00	46.25
General Conference and Division Field Secretaries		
General Conference Office Secretary		
General Conference Assistant Treasurers		
General Conference Auditor and Associates		
General Conference Department Secretaries and Associates		
Division Secretaries and Treasurers		
Statistical Secretary		
Union Conference Presidents		
Senior College Presidents		
Superintendents of Medical Institutions		
General Managers Large Publishing Houses		
Chief Editors Major Periodicals	37.50	45.25

General Conference and Division Assistant Auditors		
Division Department Secretaries		
Union Conf. Secretary-Treasurers		
Union Conf. Auditors		
Union Conf. Department Secretaries		
Local Conference Presidents		
Business Managers of Medical Insti- tutions		
Senior College Business Managers		
Staff Physicians of Medical Insti- tutions		
Publishing House Managers		
Publishing House Treasurers		
Publishing House Factory Superin- tendents		
Publishing House Book Department Managers		
Publishing House Periodical Depart- ment Managers		
Junior College Presidents		
Senior College Department Heads (Men)		
Branch Publishing House Managers	\$33.00	\$43.00
Ordained Ministers		
Senior College Assistant Business Man- agers and Treasurers		
Academy Principals	31.00	40.75
Local Conference Treasurers		
Local Conference Book and Bible House Secretaries		
Local Conference Department Secre- taries (Men)		
Publishing House Foremen	22.00	40.75
Junior College Department Heads (Men)		
Junior College Asst. Business Managers		
Assistant Business and Credit Man- agers of Medical Institutions		
Purchasing Agents of Medical Insti- tutions	20.00	37.50

Licensed Ministers		
Bible Workers (Men)		
Directors of Schools of Nursing		
Assistant Directors of Schools of Nursing		
Supervisors of Instruction of Schools of Nursing		
Senior College Department Heads (Women)	\$20.00	\$33.00
Bible Workers (Women)		
Directors of Nursing Services		
Assistants to Directors of Nursing Services		
Supervisors of Clinical Services		
Head Nurses of Medical Institutions		
Matrons of Medical Institutions		
Preceptresses of Medical Institutions		
College Matrons		
Local Conference Department Secretaries (Women)		
Office Secretaries (Women)	16.50	31.00
Stenographers (Women)		
Church-School Teachers	16.50	27.50
The following groups of workers are referred to their respective committees and boards for audit within the limit of the given rates, according to experience, ability, responsibilities:		
Clerks of all Organizations		
Publishing House Factory Workers		
Proof Readers		
Nurses and Helpers of Medical Institutions		
Assistant Editors		
Miscellaneous Workers	13.75	38.50
	or hour rate	
	.22	.88

2. That this wage scale apply in principle in all the world, it being understood that the committee of each

division field will make a wage scale for its territory in terms of local currency, and in harmony with the living costs and standards of the people of their respective territories.

3. That in placing the wage of officers and other leaders at a low rate, we recognize our inability, in justice to the rank and file of workers, to give more than nominal reward in remuneration to those who carry responsibility of leadership.

4. *We recommend*, That this wage scale be strictly adhered to, and that no bonuses, special holiday allowances, year-end, or other special appropriations of any kind be made, except in cases of emergency or serious illness.

#### MINIMUM AND MAXIMUM RATES

5. That in view of the wide range in training and experience of men and women in many of the classifications listed in this schedule, and inasmuch as minimum and maximum rates have been stated for these different classes,

*We recommend*, That men and women beginning their service be rated at or near the minimum and gradually advanced in harmony with the responsibility involved and efficiency developed, and that workers be not regarded as eligible to a maximum rating until they have had successful experience in their specific work over a period of years.

6. That the wages of young men starting in the work as secretaries of departments be audited the same as young men starting in the ministry, and that they be advanced according to their development, about equally.

#### SUPPLEMENTARY RATE TO PHYSICIANS

7. That in view of the heavy expense incurred in their education, and of the necessity of keeping in touch with latest methods of operating practice, the rate for sani-

tarium superintendents, and staff physicians be supplemented, according to the experience and service of the physician, by an amount not less than 10 per cent and not more than 30 per cent of the rate named in the wage scale for their respective classes.

a. That in interpreting this provision for supplementary rate, our sanitarium boards shall set the rate of male staff physicians for the first year after internship at a base rate of \$33, plus a supplementary rate of from 10 to 15 per cent, according to environment.

b. That the rate for second-year male staff physicians be a base rate of \$36.50, and a supplementary rate of from 10 to 15 per cent, according to environment.

c. That the boards in holding to this schedule for first- and second-year staff physicians and medical superintendents, take into consideration any previous experience in the service of the cause that medical workers in these classes may have had prior to their qualifying as physicians.

d. That it be left to managing boards to set the rate of physicians on a graduated scale according to years of service and efficiency, the maximum base rate of \$45.25 plus 30 per cent supplementary rate, making a net rate of \$59.00 in the case of medical superintendents, and a base rate of \$43.00 plus 30 per cent supplementary rate, making a net rate of \$56.00 in the case of staff physicians, this rate to be paid only in exceptional cases of experience and need.

#### BOARD AND HOTEL ALLOWANCE

8. *It is recommended,* a. That hotel room rates be allowed our workers when traveling.

b. That a traveling allowance of from \$1.00 to \$1.50 a day be made to the General Conference, and division workers, whenever a laborer is on his personal expense, it being understood that this allowance shall not apply when a worker is entertained without charge.

c. That (a) and (b) of section seven apply in union and local conferences as their respective committees may deem just.

### OTHER ALLOWANCES

NOTE.—See General Conference Working Policy for information relative to Rent Subsidies, Medical and Dental Allowances, Automobile Expense, etc.

### MINISTERIAL INTERNS

In harmony with the internship principle, the salary rate per week shall be on the basis of a limited wage.

	<i>First Year</i>	<i>Second Year</i>
Married Men	\$20.00 - \$24.25	\$24.25 - \$27.50
Unmarried Men	16.50 - 18.75	18.75 - 22.00
Bible Workers	13.25 - 16.50	16.50 - 18.75

It is recommended that interns who have been graduated from our senior college ministerial courses and who have had field laboratory experience in evangelism during their college work, be paid at or near the maximum set for interns in the respective years, and that upon completion of their intern period they be placed at or near the maximum for licensed preachers.

When these ministerial interns are placed in cities where rents and other expenses are high, the principle of rent subsidy operative in the General Conference Working Policy shall apply.