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WAGE SCALE

*of the General Conference of
Seventh-day Adventists*



Revised at the Autumn Council

1945

Effective January 1, 1946

PRINTED IN THE 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. 219, 220.

For Review beginning year 1, 1947
add 5%

WAGE SCALE

<i>Groups of Workers</i>	<i>Mini- mum</i>	<i>Maxi- mum</i>
General Conference President	.	\$57.50
General Conference Secretary		
General Conference Treasurer		56.25
General Conference Vice-Presidents		
General Conference Associate Sec- retaries		
General Conference Undertreasurer	\$51.00	56.25
General Conference and Division Field Secretaries		
General Conference Office Secretary		
General Conference Assistant Treas- urers		
General Conference Auditor and Associates		
General Conference Department Secretaries and Associates		
Division Secretaries and Treasurers		
Statistical Secretary		
Union Conference Presidents		
Senior College Presidents		
Sanitarium Medical Directors		
General Managers of large publish- ing houses		
Chief Editors of major periodicals	45.50	55.00
General Conference and Division Assistant Auditors		
Division Department Secretaries		
Union Conference Secretary-Treas- urers		
Union Conference Auditors		
Union Conference Department Sec- retaries		
Local Conference Presidents		
Business Managers of Medical In- stitutions		
Senior College Business Managers		

Staff Physicians of Medical Institutions (Men)		
Publishing House Managers		
Publishing House Treasurers		
Publishing House Factory Superintendents		
Publishing House Book Department Managers		
Publishing House Periodical Department Managers		
Junior College Presidents		
Senior College Department Heads (Men)		
Branch Publishing House Managers	40.25	52.25
Ordained Ministers		
Senior College Assistant Business Managers and Treasurers		
Academy Principals	40.25	49.50
Local Conference Treasurers		
Local Conference Book and Bible House Secretaries		
Local Conference Department Secretaries (Men)		
Publishing House Foremen	30.25	49.50
Junior College Assistant Business Managers		
Assistant Business and Credit Managers of Medical Institutions.		
Purchasing Agents of Medical Institutions	27.25	45.50
Academy Teachers (Unmarried men, when employed 12 mos.)	24.75	45.50
Academy Teachers (Married men)	27.25	45.50
Directors of Schools of Nursing		
Senior College Department Heads (Women)	27.25	42.50
Junior College Department Heads (Men)	30.25	49.50

Licensed Ministers(except Ministerial Interns)		
Bible Instructors (Men)		
Staff Physicians Medical Institutions (Women)		
Assistant Directors of Schools of Nursing		
Supervisors of Instruction of Schools of Nursing	27.25	40.25
Bible Instructors (Women)		
Academy Teachers (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)	22.75	37.75
* Church School Teachers	22.75	36.50
Stenographers (Women)	21.00	33.50

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:

* The General Conference Committee in its spring meeting in Chicago, Illinois, April, 1944, adopted a plan for a graduated salary increase for women church school teachers, which under the present wage scale would work out as follows:

The minimum wage for elementary church school teachers would be \$22.75 for the first year, and those with two years of teacher training would be advanced annually at a rate which at the beginning of the fourth year would provide them with a minimum salary of \$27.50, while those who have completed four years of teacher training would be advanced annually at a rate which would provide them at the beginning of the fourth year with a minimum salary of \$29.50.

Clerks of all Organizations		
Editors of other than major periodicals		
Publishing House Factory Workers		
Proofreaders		
Nurses and Helpers of Medical Institutions		
Assistant Editors		
Miscellaneous Workers	21.00	46.75

The salary for the foregoing groups of workers to be fixed on a weekly basis, or the equivalent of an hourly rate.

2. This wage scale shall serve as a basis throughout the world for determining the wages to be paid the various classes of workers in relation to one another. It is 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 prevailing in their respective territories.

3. 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. This wage scale should be strictly adhered to, and no bonuses, special holiday allowances, year-end, or other special appropriations of any kind should be made, except in cases of emergency or serious illness.

MINIMUM AND MAXIMUM RATES

5. 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, it is recommended 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. The wages of young men starting in the work as secretaries of departments should be audited the same as young men starting in the ministry, and should be advanced according to development, about equally.

SUPPLEMENTARY RATE TO PHYSICIANS

7. In view of the heavy expense incurred in securing their education, and the necessity of keeping in close touch with the latest methods of clinical practice, the rate for sanitarium and hospital medical directors, and for men and women staff physicians, is supplemented, according to their experience and years of service, as follows:

a. The rate for medical directors is determined by their years of service and efficiency, the maximum rate being \$55.00 plus thirty per cent supplementary rate, making a maximum net total of \$71.50 per week.

b. Men physicians. The following is the graduated maximum wage scale for men physicians based on years of experience after completion of their internship:

	<i>Per Week</i>
First year	\$46.25
Second year	51.00
Third year	55.75
Fourth year	60.00
Fifth year	68.00

c. Women physicians. The following is the graduated maximum wage scale for women physicians based on years of experience after completion of their internship:

First year	\$45.25
Second year	48.00
Third year	51.25
Fourth Year	54.75
Fifth year	59.50

* These rates are established by adding thirty per cent supplementary rate to the maximum base rate for staff physicians in medical institutions, which base is \$52.25 for men and \$40.25 for women.

BOARD AND HOTEL ALLOWANCE

8. Hotel room expense is allowed our workers when traveling.

b. A traveling allowance of from \$2.00 to \$2.50 a day is made to General Conference and division workers whenever a laborer is on his personal expense, it being understood that this allowance does not apply when a worker is entertained without charge.

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	\$27.25	\$31.00	\$31.00	\$34.75
Unmarried Men		24.75	24.75	29.75
Bible Instructors	20.00	24.00	24.00	26.50

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.