

WAGE SCALE

*of the General Conference of
Seventh-day Adventists*



Effective January 1, 1955

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INTRODUCTORY

In order that there may be an equitable 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 weekly 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.

Wages are set on a missionary standard which, while providing a living wage, is not intended to give full recognition to the scholastic and professional qualifications attained, nor to the responsibilities of executive leadership which may be carried.

This wage scale should be strictly adhered to, and no special appropriations of any kind should be made, except in cases of emergency as provided in the General Conference Working Policy.

Besides the regular wage, provision is made for meeting hotel room rates, with a fixed travel allowance of \$4.00 daily where workers are traveling, except that where a worker is fully entertained, the daily allowance is \$1.00.

In the case of missionary appointees, the daily travel allowance for husband and wife when traveling together is \$5.50, for accompanying children \$1.00, for children traveling alone \$2.00.

OTHER ALLOWANCES

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

1955 WAGE SCALE

	<i>Mini- mum</i>	<i>Maxi- mum</i>
<i>General Conference</i>		
President		\$75.50
Secretary		74.50
Treasurer		74.50
General Vice-presidents		74.50
Vice-president North American Di- vision		74.50
Under-treasurer		73.50
Associate Secretaries	\$64.25	72.50
Assistant Treasurers	64.25	72.50
Auditor	58.25	72.50
Department Secretaries	58.25	72.50
Field Secretaries	58.25	72.50
Statistical Secretary	58.25	72.00
Associate Department Secretaries	58.25	72.00
Associate Auditors	58.25	72.00
Associate Secretaries—Women	45.50	56.75
Cashier—Men	52.50	67.75
Cashier-accountant—Women	28.75	48.50
Accountants—Men	52.50	65.50
Accountants—Women	28.75	47.50
Assistant Department Secretaries	33.50	48.75
Head Office Secretaries	28.75	47.75
Office Secretaries	28.75	47.50
Stenographers	28.75	44.75
<i>Division Organizations</i>		
President	64.25	74.50
Secretary	58.25	72.50
Treasurer	58.25	72.50
Field Secretary	52.50	69.75
Auditor	52.50	69.75
Assistant Auditor	52.50	68.75
Department Secretaries	52.50	69.75
Cashier—Men	52.50	66.00
Cashier-accountant—Women	28.75	48.50
Ordained Ministers	42.00	66.00
Accountants—Men	52.50	65.00
Accountants—Women	28.75	47.50
Secretaries	28.75	47.50
Stenographers	28.75	44.75

Union Conferences and Union Missions

President	58.75	72.50
Secretary-Treasurer	52.50	69.25
Department Secretaries	52.50	69.25
Auditor	52.50	69.25
Assistant Treasurer	52.50	66.00
Ordained Ministres	42.00	66.00
Cashier—Men	52.50	64.50
Cashier—Women	28.75	47.50
Cashier-accountant—Women	28.75	48.50
Accountants—Men	50.50	63.00
Accountants—Women	28.75	47.50
Secretaries	28.75	47.50
Stenographers	28.75	44.75
Elementary School Supervisors	36.50	52.50

Local Conferences and Missions

President	53.00	69.25
Secretary-Treasurer	42.00	66.00
Department Secretaries	42.00	66.00
Book and Bible House Managers	42.00	66.00
Ordained Ministers	42.00	66.00
Licensed Ministers	38.50	55.50
Bible Instructors—Men	38.50	55.50
Bible Instructors—Women	29.00	47.75
Cashier-accountant—Women	28.75	48.50
Office Secretaries	28.75	47.50
Stenographers	28.75	44.75
Elementary School Supervisors	36.50	50.50

	<i>First Year</i>		<i>Second Year</i>	
<i>Ministerial Interns</i>	<i>Min.</i>	<i>Max.</i>	<i>Min.</i>	<i>Max.</i>
Married Men	\$38.00	\$44.25	\$42.25	\$48.50
Unmarried Men		34.50	32.75	40.25
Bible Instructors	27.50	33.75	32.00	36.50

Secondary Schools

Principal	53.00	66.00
Business Manager	52.50	63.00
Assistant Business Manager	51.00	61.50
Accountants—Men	40.00	61.50
Accountants—Women	28.75	47.50

Cashier-accountant—Women	28.75	48.50
Teachers—Men	38.25	63.00
Dean of Boys	38.25	63.00
Teachers—Women	30.50	47.75
Dean of Girls	29.00	47.75
Matron	29.00	49.50
Industrial Head		*

Intermediate and Elementary Schools

Principal—Men	38.00	63.00
Principal—Women	33.50	50.50
Teachers—Men	38.25	63.00
Teachers—Women	31.00	47.75

Senior Colleges

President	58.75	72.50
Dean of Instruction	53.00	69.25
Business Manager	53.00	69.25
Accountants—Men	50.50	63.00
Accountants—Women	28.75	47.50
Accountants-cashier—Women	28.75	48.50
Assistant Manager and Treasurer	53.00	66.00
Industrial Head	53.00	† 66.00
Head of Major Industrial Dept.		†
Registrar—Men	53.00	66.00
Registrar—Women	33.50	52.50
Dean of Men	53.00	66.00
Dean of Women	34.00	52.50
Assistant Dean of Collegiate School of Nursing	33.75	55.25
Matron	29.00	52.50
Professor and Head of Department— Men	53.00	69.25
Professor and Head of Department— Women	33.75	55.25
Professor—Men	53.00	68.25
Professor—Women	31.25	54.25
Associate Professor—Men	52.50	‡ 67.25

‡ Plus \$1.00 if head of Department.

* To be determined by the governing board, taking into consideration the size of the industry in question but in no case to be in excess of \$66.00.

† Head of Major Industrial Department same as Head of Department.

Associate Professor—Women	33.50	52.50
Assistant Professor—Men	52.00	‡ 66.00
Assistant Professor—Women	33.25	49.50
Instructors—Men	38.00	‡ 63.00
Instructors—Women	31.00	48.50
Librarian—Men	53.00	§ 66.00
Librarian—Women	33.50	§ 52.50

Junior Colleges

President	53.00	69.25
Manager	42.00	66.00
Assistant Manager	38.75	62.00
Accountant—Men		
Accountant—Women		
Accountant-cashier—Women	28.75	48.50
Registrar—Men	39.00	63.00
Registrar—Women	32.00	49.50
Dean of Men	39.00	63.00
Dean of Women	32.00	49.50
Matron	29.00	49.50
Department Head	42.50	66.00
Instructors—Men	38.75	63.00
Industrial Head		*
Librarian—Men	39.00	§ 63.00
Librarian—Women	32.00	§ 49.50

Publishing Houses

General Manager Major Houses	58.75	72.50
General Manager Minor Houses	52.50	69.25
Editors Major Periodicals	58.75	72.50
Editors Minor Periodicals	50.50	63.00
Accountants—men	50.50	63.00
Accountants-cashiers—Women	28.75	48.50
Branch Managers	52.50	69.25
Treasurers	52.50	69.25
Department Heads	52.50	69.25
Book Department Manager	52.50	69.25
Periodical Department Manager	52.50	69.25
Foreman	52.50	66.00

‡ Plus \$1.00 if head of Department.

§ If holding professional rank, the rank takes precedence in setting of salary.

* To be determined by the governing board, taking into consideration the size of the Industry in question but in no case to be in excess of \$66.00.

Factory Workers		Note
Proofreaders—Men	50.50	63.00
Proofreaders—Women	29.00	45.75
Copy Editors—Women	29.00	46.75

(NOTE:—Factory workers' [journeymen] rates in North America are from \$1.47 to \$1.70 per hour, it being understood that this rate includes all allowances such as rent allowance, with the exception of help granted under the provisions of the Medical Policy.)

MEDICAL INSTITUTIONS

Physicians Not on Incentive Plan

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 set 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 \$91.00 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	\$62.00
Second year	67.50
Third year	73.00
Fourth year	77.75
Fifth year	87.00

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

	<i>Per Week</i>
First year	56.25
Second year	59.25
Third year	63.00
Fourth year	67.00
Fifth year	72.50

	<i>Mini- mum</i>	<i>Maxi- mum</i>
Administrator of Union Sanitariums	\$58.75	\$72.50
Administrator of local conference Sanitariums	52.50	69.25
Business Manager	53.00	69.25
Assistant Business Manager	38.00	66.00
Accountant—Men	38.00	64.50
Accountant-cashier—Women	28.75	48.50
Credit Manager	38.00	65.50
Purchasing Agent	38.00	65.50
Director School of Nursing	35.75	56.25
Assistant Director School of Nursing	33.50	55.25
Supervisor of Nursing Instruction	33.50	53.00
Director of Nursing Service	28.75	55.25
Head Nurse	28.75	51.00
Dean of Women	28.75	51.00
Executive Housekeeper	28.75	51.00
Technician—Men	33.25	64.50
Technician—Women	28.75	52.00
Dietitian	28.75	51.00
Supervisor of Clinical Service	28.75	51.00
Nurses		47.75

Physicians—Incentive Plan for North America

1. A base pay as follows is given physicians, covering participation in the revenue producing professional services to the sanitarium; assistance in religious and social activities of the institution; teaching duties in the training school and supervision and teaching of interns and residents; care of charity cases; professional care of employees [adjusted in harmony with Autumn Council action, 1950]:

First year after internship	\$52.50
Second year after internship	55.25
Third year after internship	57.75
Fourth year after internship	60.50
Fifth year after internship	63.00

Additional allowance to the
Medical Director for medi-
cal administration \$10.00-25.00 per week

Additional allowance to the acting Medical Director for medical administration in the absence of the Medical Director 7.50-12.50 per week

Additional allowance to staff members who have specialty board certification 5.00 per week

2. Supplementary pay for professional services to patients is charged for as follows:

20% of charges turned in from \$.00 to \$ 25.00

10% of charges turned in from 25.01 to 50.00

5% of charges turned in from 50.01 to 100.00

3% of charges turned in from 100.00 and over

10% of sales price of glasses except those sold to employees

These percentages may be varied as long as the ceiling is not exceeded.

3. A maximum of \$125.00 per week is set above which no benefits will be paid, it being understood that this is computed on either a biweekly or a monthly basis.

4. Interpretations:

Percentage is computed on net charges.

Percentage is computed on a receding basis of any one fee.

Assisting surgeon and surgeon turn in separate charges and percentage is computed accordingly.

No percentage is paid for care of charity patients.

Percentage is paid for office treatments given by the physician's office nurse, under his direction.

Men and women physicians are remunerated on the same basis.

5. Other benefits as follows:

Postgraduate. An allowance is made for postgraduate work for the physician in the amount of three weeks per year at base pay, and the same is cumulative for a period of not more than four years, except by special board action.

Plans for the utilization of the provision set up above are submitted to the Board in writing through the Medical Director for approval before the postgraduate work is taken.

For work so approved the institution assists the physician in meeting the expense involved in the following manner:

- a.* Full registration and/or tuition fees.
- b.* One-half of hotel or rooming expense.
- c.* One-half General Conference per diem allowance.
- d.* One-half transportation expense not to exceed first class railroad fare and Pullman lower berth.

In special cases involving training of specialists for Board certification, postgraduate allowances are increased as may be determined by the governing Board.

Attendance at medical conventions outside of the local area where the physician is employed is considered to be postgraduate expense.

Vacations. Vacation allowance of two weeks per year at base pay plus allowances for official responsibilities.

- Automobile.*
- a.* One-half of the registration fees.
 - b.* One-half of five-point insurance.
 - c.* Mileage for institutional business.

Sustentation. Sustentation provision paid on base pay.

- Medical Society Dues.*
- a.* National, State & County.
 - b.* One specialty society.

Malpractice Insurance. *Blue Cross* coverage according to institutional policy of employing institution.

Rent Subsidy. Coverage according to policy of employing institution, calculated on full amount of physician's earnings.

Medical Assistance. In harmony with institutional policy.

Telephone.

6. The application of this policy to physicians in the College of Medical Evangelists is referred to the major Board of that institution.

It is the responsibility of the officers of the respective Sanitarium and College of Medical Evangelists boards to adhere to the foregoing policies, and before any modifications are made to secure approval from the General Conference Committee.