

WAGE SCALE

*North American Division
of the General Conference of
Seventh-day Adventists*



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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~~ **2.50**

OTHER ALLOWANCES

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

1956 WAGE SCALE

<i>General Conference</i>	<i>Mini- mum</i>	<i>Maxi- mum</i>
President		\$80.50
Secretary		79.50
Treasurer		79.50
General Vice-presidents		79.50
Vice-president North American Di- vision		79.50
Under-treasurer		78.50
Associate Secretaries	\$69.25	77.50
Assistant Treasurers	69.25	77.50
Auditor	63.25	77.50
Department Secretaries	63.25	77.50
Field Secretaries	63.25	77.50
Statistical Secretary	63.25	77.00
Associate Department Secretaries	63.25	77.00
Associate Auditors	63.25	77.00
Associate Secretaries—Women	48.00	59.25
Cashier—Men	57.50	72.75
Cashier-accountant—Women	31.25	51.00
Accountants—Men	57.50	70.50
Accountants—Women	31.25	50.00
Asst. Dept. Secretaries—Women	36.00	51.25
Head Office Secretaries	31.25	50.25
Office Secretaries	31.25	50.00
Stenographers	31.25	47.25
<i>Division Organizations</i>		
President	69.25	79.50
Secretary	63.25	77.50
Treasurer	63.25	77.50
Field Secretary	57.50	74.75
Auditor	57.50	74.75
Assistant Auditor	57.50	73.75
Department Secretaries	57.50	74.75
Cashier—Men	57.50	71.00
Cashier-accountant—Women	31.25	51.00
Ordained Ministers	47.00	71.00
Accountants—Men	57.50	70.00
Accountants—Women	31.25	50.00
Secretaries	31.25	50.00
Stenographers	31.25	47.25

Union Conferences and Union Missions

President	63.75	77.50
Secretary-Treasurer	57.50	74.25
Department Secretaries	57.50	74.25
Auditor	57.50	74.25
Assistant Treasurer	57.50	71.00
Ordained Ministers	47.00	71.00
Cashier—Men	57.50	69.50
Cashier—Women	31.25	50.00
Cashier-accountant—Women	31.25	51.00
Accountants—Men	55.50	68.00
Accountants—Women	31.25	50.00
Secretaries	31.25	50.00
Stenographers	31.25	47.25
Elementary School Supervisors	39.00	55.00

Local Conferences and Missions

President	58.00	74.25
Secretary-Treasurer	47.00	71.00
Department Secretaries	47.00	71.00
Book and Bible House Managers	47.00	71.00
Ordained Ministers	47.00	71.00
Licensed Ministers	43.50	60.50
Bible Instructors—Men	43.50	60.50
Bible Instructors—Women	31.50	50.25
Cashier-accountant—Women	31.25	51.00
Office Secretaries	31.25	50.00
Stenographers	31.25	47.25
Elementary School Supervisors	39.00	53.00

<i>Ministerial Interns</i>	<i>First Year</i>		<i>Second Year</i>	
	<i>Min.</i>	<i>Max.</i>	<i>Min.</i>	<i>Max.</i>
Married Men	43.00	49.25	47.25	53.50
Unmarried Men		37.00	35.25	42.75
Bible Instructors	30.00	36.25	34.50	39.00

Secondary Schools

Principal	58.00	71.00
Business Manager	57.50	68.00
Assistant Business Manager	56.00	66.50
Accountants—Men	45.00	66.50
Accountants—Women	31.25	50.00

Cashier-accountant—Women	31.25	51.00
Teachers—Men	43.25	68.00
Dean of Boys	43.25	68.00
Teachers—Women	33.00	50.25
Dean of Girls	31.50	50.25
Matron	31.50	52.00
Industrial Head		*

Intermediate and Elementary Schools

Principal—Men	43.00	68.00
Principal—Women	36.00	53.00
Teachers—Men	43.25	68.00
Teachers—Women	33.50	50.25

Senior Colleges

President	63.75	77.50
Dean of Instruction	58.00	74.25
Business Manager	58.00	74.25
Accountants—Men	55.50	68.00
Accountants—Women	31.25	50.00
Accountants-cashier—Women	31.25	51.00
Assistant Manager and Treasurer	58.00	71.00
Industrial Head	58.00	† 71.00
Head of Major Industrial Dept.		†
Registrar—Men	58.00	71.00
Registrar—Women	36.00	55.00
Dean of Men	58.00	71.00
Dean of Women	36.50	55.00
Assistant Dean of Collegiate School of Nursing	36.25	57.75
Matron	31.50	55.00
Professor and Head of Department— Men	58.00	74.25
Professor and Head of Department— Women	36.25	57.75
Professor—Men	58.00	73.25
Professor—Women	33.75	56.75
Associate Professor—Men	57.50	‡ 72.25

‡ 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 \$71.00.

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

Associate Professor—Women	36.00	55.00
Assistant Professor—Men	57.00	† 71.00
Assistant Professor—Women	35.75	52.00
Instructors—Men	43.00	† 68.00
Instructors—Women	33.50	51.00
Librarian—Men	58.00	§ 71.00
Librarian—Women	36.00	§ 55.00

Junior Colleges

President	58.00	74.25
Manager	47.00	71.00
Assistant Manager	43.75	67.00
Accountant—Men		
Accountant—Women		
Accountant-cashier—Women	31.25	51.00
Registrar—Men	44.00	68.00
Registrar—Women	34.50	52.00
Dean of Men	44.00	68.00
Dean of Women	34.50	52.00
Matron	31.50	52.00
Department Head	47.50	71.00
Instructors—Men	43.75	68.00
Industrial Head		*
Librarian—Men	44.00	§ 68.00
Librarian—Women	34.50	§ 52.00

Publishing Houses

Kingsway Pub. Assn., Pacific Press Pub. Assn., Review and Herald Pub. Assn., Southern Pub. Assn., are classed as major publishing houses in the North American Division.

General Manager Major Houses	63.75	77.50
General Manager Minor Houses	57.50	74.25
Editors Major Periodicals	63.75	77.50
Editors Minor Periodicals	55.50	68.00
Accountants—Men	55.50	68.00
Accountants-cashiers—Women	31.25	51.00
Branch Managers	57.50	74.25
Treasurers	57.50	74.25
Department Heads	57.50	74.25
Book Department Manager	57.50	74.25

† Plus \$1.00 if head of Department.

§ If holding professional rank, the rank takes precedence in setting 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 \$71.00.

Periodical Department Manager	57.50	74.25
Foreman	57.50	71.00
Factory Workers	Note	
Proofreaders—Men	55.50	68.00
Proofreaders—Women	31.50	48.25
Copy Editors—Women	31.50	49.25

(NOTE:—Factory workers' [journeymen] rates in North America are from \$1.47 to \$2.00 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 and Dentists 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 \$96.00 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	\$67.00
Second year	72.50
Third year	78.00
Fourth year	82.75
Fifth year	92.00

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	58.75
Second year	61.75
Third year	65.50
Fourth year	69.50
Fifth year	75.00

	<i>Mini- mum</i>	<i>Maxi- mum</i>
Administrator of Union Sanitariums	\$63.75	\$77.50
Administrator of local conference Sanitariums	57.50	74.25
Business Manager	58.00	74.25
Assistant Business Manager	43.00	71.00
Accountant—Men	43.00	69.50
Accountant-cashier—Women	31.25	51.00
Credit Manager	43.00	70.50
Purchasing Agent	43.00	70.50
Director School of Nursing	38.25	58.75
Assistant Director School of Nursing	36.00	57.75
Supervisor of Nursing Instruction	36.00	55.50
Director of Nursing Service	31.25	57.75
Head Nurse	31.25	53.50
Dean of Women	31.25	53.50
Executive Housekeeper	31.25	53.50
Technician—Men	38.25	69.50
Technician—Women	31.25	54.50
Dietitian	31.25	53.50
Supervisor of Clinical Service	31.25	58.50
Nurses		50.25

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	\$57.50
Second year after internship	60.25
Third year after internship	62.75
Fourth year after internship	65.50
Fifth year after internship	68.00

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.