

CIRCULAR HR0519 (3 December 2019) ALL PARISH PRIESTS AND ADMINISTRATORS IN THE ARCHDIOCESE OF MELBOURNE

Pastoral Associates rates of pay

This circular provides advice on the rates of pay recommended for Pastoral Associates from 1 January 2020.

The category of Pastoral Associate covers those employees with Pastoral Associate accreditation undertaking roles as set out in the document *PA Position and Accreditation Standards* which can be located at http://www.cam.org.au/policies

Pastoral Associates (formerly Pastoral Associates Level 1)

2020 Base Salary rates	Annual base salary rate 38 hr week	Weekly base salary rate 38 hr week	Part-time per hr	Casual (25% loading per hr)
Minimum	\$64,797.60	\$1,246.11	\$32.79	\$40.99
Mid-point	\$68,208.00	\$1,311.69	\$34.51	\$43.15
Maximum	\$71,618.40	\$1,377.28	\$36.24	\$45.31

Senior Pastoral Associates (formerly Pastoral Associates Level 2)

2020 Base Salary rates	Annual base salary rate 38 hr week	Weekly base salary rate 38 hr week	Part-time per hr	Casual (25% loading per hr)
Minimum	\$74,480.00	\$1,432.31	\$37.69	\$47.12
Mid-point \$78,400.00		\$1,507.69	\$39.67	\$49.60
Maximum	\$82,320.00	\$1,583.08	\$41.65	\$52.07

Salaries should be reviewed annually at the end of each year having regard to performance and market factors with any uplift taking effects from 1 January the following year.

The attached remuneration matrix may be helpful.

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Human Resources

Remuneration range matrix

	RANGE	PERFORMANCE CONSIDERATIONS	MARKET CONSIDERATIONS
105%	MAXIMUM	← Outstanding performer ← Extensive experience highly promotable	Highly specialised skills, scarce and critical to parish outcomes
100%		← Very experienced superior performer ← Competent performer	Need to make a pay offer sufficient for person to move
		← Inexperienced employee or showing marginal performance	Able to compete satisfactorily in the market
		← Recent appointee	
95%			

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