



CATHOLIC ARCHDIOCESE OF MELBOURNE

**CIRCULAR HR0517 (1 DECEMBER 2017)
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 accredited Pastoral Associates from 1 January 2018.

Grade 1 Pastoral Associates

2018 rates	Annual rate 38 hr week	Weekly rate 38 hr week	Part-time per hr	Casual per hr
Minimum	\$62,163	\$1,195.44	\$31.46	\$39.32
Mid point	\$65,433	\$1,258.33	\$33.11	\$41.39
Maximum	\$68,705	\$1,321.25	\$34.77	\$43.46

Grade 2/Senior Pastoral Associates

2018 rates	Annual rate 38 hr week	Weekly rate 38 hr week	Part-time per hr	Casual per hr
Minimum	\$71,450	\$1,374.04	\$36.16	\$45.20
Midpoint	\$75,211	\$1,446.36	\$38.06	\$47.58
Maximum	\$78,972	\$1,518.70	\$39.97	\$49.96

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

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Remuneration range matrix

		PERFORMANCE CONSIDERATIONS	MARKET CONSIDERATIONS
105%	RANGE MAXIMUM	<ul style="list-style-type: none"> ⇐ Outstanding performer ⇐ Extensive experience highly promotable 	Highly specialised skills, scarce and critical to parish outcomes
		<ul style="list-style-type: none"> ⇐ Very experienced superior performer ⇐ Competent performer 	Need to make a pay offer sufficient for person to move
100%		<ul style="list-style-type: none"> ⇐ Experienced , eg 2 years in the position adequate performance but capable of further development 	
		<ul style="list-style-type: none"> ⇐ Inexperienced employee or showing marginal performance ⇐ Recent appointee 	Able to compete satisfactorily in the market
95%	RANGE MINIMUM		