



CATHOLIC ARCHDIOCESE OF MELBOURNE

**CIRCULAR HR0516 (1 DECEMBER 2016)  
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 2017.

**Grade 1 Pastoral Associates**

2017 rates	Annual rate 38 hr week	Weekly rate 38 hr week	Part-time per hr	Casual per hr
Minimum	\$60,352	\$1,160.61	\$30.54	\$38.18
Mid point	\$63,527	\$1,221.67	\$32.15	\$40.19
Maximum	\$66,704	\$1,282.77	\$33.76	\$42.19

**Grade 2/Senior Pastoral Associates**

2017 rates	Annual rate 38 hr week	Weekly rate 38 hr week	Part-time per hr	Casual per hr
Minimum	\$69,369	\$1,334.02	\$35.11	\$43.88
Midpoint	\$73,020	\$1,404.32	\$36.95	\$46.19
Maximum	\$76,672	\$1,474.46	\$38.80	\$48.50

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.

Karen Horner  
Human Resources Manager

**Human Resources**

Level 2, 340 Albert Street, East Melbourne VIC 3002 Australia. PO Box 146, East Melbourne VIC 8002 Australia  
Telephone: (03) 9926 5629, 9926 5668, 9926 5780 Email: [Karen.horner@cam.org.au](mailto:Karen.horner@cam.org.au) [nandi.adams@cam.org.au](mailto:nandi.adams@cam.org.au)  
[Ashley.thomas@cam.org.au](mailto:Ashley.thomas@cam.org.au)  
<http://www.cam.org.au/policies>

Remuneration range matrix

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