

NID Salary Guideline

**A Tool to Help Congregations as
They Support Their
Professional Church Workers**

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Introductory Comments

Scriptural Principles

Professional Church Workers are God's gift to the church. They fulfill the office of public ministry as called by God. Pastors, teachers, and others who share in the church's ministry are to "prepare God's people for works of service, so that the body of Christ may be built up... ." (Ephesians 4:11)

Our care for these workers of the Lord should include adequate salary and benefits. Our care for these workers should reflect our high regard for their ministry and service.

- "Let spiritual leaders who lead well be considered worthy of double honor, especially if their work is preaching and teaching, because the Scripture says: 'When the ox is treading out the grain, do not muzzle him,' and a worker deserves his pay." (1 Timothy 5:17-18)
- "In the same way the Lord has commanded that those who preach the Gospel should receive their living from the Gospel." (1 Corinthians 9:14)
- "We ask you fellow Christians, to appreciate those who work with you and who lead you in the Lord and who warn you. Love them and think very highly of them on account of the work they are doing. Live in peace with one another." (1 Thessalonians 5:12-13)

Using the Salary Guideline

The purpose of this guideline is to provide congregations with an objective approach to developing a salary plan for professional and lay workers who serve them. The tables and information, which follow, are only a guide for congregations as they seek to establish equitable pay practices based on prevailing wages paid in churches and in the local community.

Establishing a Base Salary

The methodology suggested in this guideline is to compare salaries to a local community standard. The suggested method is to discover the local public school base salary as the local community standard and then determine the base salary figure for use with this guideline. Public school salaries are generally based on a 10-month contract. Therefore, it will be important for you to convert your local figure to a full year base salary. Congregations not currently reaching the public school base are encouraged to begin a salary increase program that strives to reach this goal. This base salary can be applied to all salaried church workers when placed on the salary grid and adjusted by suggested factors.

Benefits: Retirement and Health

Concordia Worker Benefit Plans or any health care or retirement coverage should be considered as part of the total compensation package. Congregations that are members of Worker Benefit Plans are responsible for the full cost of the Concordia Retirement Plan and Concordia Disability and Survivor Plan and must pay at least 50% of the cost for the worker coverage in the Concordia Health Plan. Please consult Concordia Worker Benefit Plans for the most current information. Detailed information on Worker Benefit Plans can be obtained by calling the Worker Benefit Plans office in St. Louis at 888-927-7526.

The level of health care coverage (i.e., congregation paying for family health care coverage) may, in some cases, partially offset for a lower base salary. However, when changing part of a worker's compensation package it is important to keep in mind the entire package and its impact on the worker.

Performance Evaluation Tool

- Philosophy, sequence, and sample appraisal tools are included below.

Other Topics and Resources

- Housing Allowance – see Congregational Treasurer’s Manual
- Congregation Owned Housing – see Congregational Treasurer’s Manual
- Self-Employment Tax – See Congregational Treasurer’s Manual
- Vacation – see Congregational Personnel Manual
- Sick Leave – see Congregational Personnel Manual
- Personal Days – see Congregational Personnel Manual
- Auto/Travel – see Congregational Treasurer’s Manual
- Continuing Education – see Congregational Treasurer’s Manual

The “Congregational Treasurer’s Manual” and the “Congregational Personnel Manual” are both available from the NID office. The “Congregational Treasurer’s Manual” is also available to download from the LCMS website at www.lcms.org.

For an Electronic Version

An electronic version of this document (Microsoft Word file) and the salary grid (Microsoft Excel file) are available from the Northern Illinois District’s Business Manager. Please email her at LeeAnn.Acosta@nidlcms.org.

Questions

Please feel free to contact the Northern Illinois District office if you have any questions at 708-223-3107.

TABLE 1**Education & Experience Salary Schedule**

Years of Experience	Non-Degreed	Associate	Bachelor	Bachelor +15	Master	Master +30 or M.Div.	Doctorate
0	0.80	0.90	1.00	1.10	1.20	1.30	1.40
1	0.81	0.91	1.02	1.12	1.22	1.32	1.42
2	0.82	0.92	1.04	1.13	1.24	1.34	1.44
3	0.83	0.93	1.06	1.15	1.26	1.36	1.46
4	0.84	0.94	1.08	1.16	1.28	1.38	1.48
5	0.85	0.95	1.10	1.18	1.30	1.40	1.50
6	0.86	0.96	1.12	1.19	1.32	1.42	1.52
7	0.87	0.97	1.14	1.21	1.34	1.44	1.54
8	0.88	0.98	1.16	1.22	1.36	1.46	1.56
9	0.89	0.99	1.18	1.24	1.38	1.48	1.58
10	0.90	1.00	1.20	1.25	1.40	1.50	1.60
11		1.01	1.22	1.27	1.42	1.52	1.62
12		1.02	1.24	1.28	1.44	1.54	1.64
13		1.03	1.26	1.30	1.46	1.56	1.66
14		1.04	1.28	1.31	1.48	1.58	1.68
15		1.05	1.30	1.33	1.50	1.60	1.70
16			1.32	1.34	1.52	1.62	1.72
17			1.34	1.36	1.54	1.64	1.74
18			1.36	1.37	1.56	1.66	1.76
19			1.38	1.39	1.58	1.68	1.78
20			1.40	1.40	1.60	1.70	1.80
21				1.41	1.62	1.72	1.82
22				1.42	1.64	1.74	1.84
23				1.43	1.66	1.76	1.86
24				1.44	1.68	1.78	1.88
25				1.45	1.70	1.80	1.90
26					1.72	1.82	1.92
27					1.74	1.84	1.94
28					1.76	1.86	1.96
29					1.78	1.88	1.98
30					1.80	1.90	2.00
31					1.81	1.91	2.01
32					1.82	1.92	2.02
33					1.83	1.93	2.03
34					1.83	1.93	2.03
35					1.84	1.94	2.04
36					1.84	1.94	2.04
37					1.85	1.95	2.05
38					1.85	1.95	2.05
39					1.86	1.96	2.06
40					1.86	1.96	2.06

TABLE 2**Additional Factor for Being Rostered**

Additional Factor for being on the LCMS Roster.

On Roster	0.10
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TABLE 3**Additional Factors for Parish Staff**

Column 1 — Pastors, DCEs, and other parish professionals whose duties are affected by the size of the congregation.
 Column 2 — Principals who are affected by the size of the faculty.

Weekly Worship Attendance	Full Time Equivalent Faculty	
0-75	Less than 4	0.03
76-200	5-8	0.06
201-500	9-12	0.09
501-750	13-15	0.12
751-999	16+	0.15
1,000-1,499	N/A	0.20
1,500 +	N/A	0.25

TABLE 4**Administrative Factors**

Use the following factors for additional administrative duties.

Senior Pastor	0.20
Dual Parish	0.10
Principal	0.15
Full Time Preschool Director	0.15
DCE	0.10

TABLE 5**Additional Factors for Teachers**

For teachers who perform additional administrative/director duties throughout the year.

Director of Music	0.07
Director of Youth	0.07
Director of Athletics	0.05

TABLE 6**Optional Factor for Performance — Use only if you conduct annual performance reviews**

To recognize the performance level of individual workers based upon predetermined standards.
 Performance compensation is calculated separately from the annual salary.

Exceeds Expectations	0.04
Occasionally Exceeds Expectations	0.02
Meets Expectations	0.00
* Occasionally Does Not Meet Expectations	-0.02
* Does Not Meet Expectations	-0.04

* = a formal performance improvement process is strongly recommended

Name _____

Position _____

Church _____

Years of Service _____

Base Salary	\$28,000.00
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Factor for Experience (Table 1)	2.00
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Factor for Roster Status (Table 2)	0.10
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Factor for Parish Staff (Table 3)	0.15
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Administrative Factor (Table 4)	0.00
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Factor for Teachers (Table 5)	0.00
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SUM OF ABOVE FACTORS	2.25
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Annual Projected Salary = base salary x factors	\$63,000.00
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Factor for Performance Evaluation (Table 6)	0.04
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Performance Compensation	\$1,120.00
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