



2020 Parish Personnel Salary Survey



Diocese of
Green Bay

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June 2020

Greetings to you and your families in this year of St. Joseph, the Worker,

We start by offering a robust “Thank You!” to all who completed the 2019/20 Parish Salary Survey. The parish salary survey includes data from a record number of parishes – 99 of our 156 – within the Diocese of Green Bay! It is you who have helped to cultivate the data within this document and, to you, we say thank you!

The goal of this document is to help all parishes in the Diocese of Green Bay discern fair wages to the positions within your employ. Remembering that, “a just wage is the legitimate fruit of work.” CCC 2434 it is our obligation as employers to act justly, fairly and equitably in how we compensate those who work here.

The data within this document reflects information collected in the spring of 2020. The data is presented via four “population categories” so that our information can be compared to other dioceses and national groups using similar criteria, called “contributing units” (a household in a parish that contributes \$100.00 or more annually). The categories of contributing units represented within this document include: less than 250, 250-499, 500-999, and over 1000 contributing units. Not included in this document is salary information for principals and teachers, as this information is available by contacting the Diocesan Office of Catholic Schools.

The National Association of Church Personnel Administrators (NACPA) information from the 2011 Wage & Salary Survey of Catholic Parishes has been omitted, as the information is too outdated to be useful and has not been updated by the organization.

Thank you again for your contribution to your community and your parish. Please don’t hesitate to contact us if you have any questions about the salary survey. It is our pleasure to serve you as you serve your community.

May God bless and be with you and your community,

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Section I: Parish Personnel Salary Survey

Category based on Contributing Units	249 or less	250-499	500-999	1000-1999
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Number of Parishes responding to survey	41	32	23	4
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1. Deacon: Has completed the Diocesan Diaconate Formation Program and is ordained as a permanent deacon. Serves in a variety of ministries including sacramental, charity and justice, liturgical, and pastoral based upon parish needs. Reports directly to the pastor or parish director.

Number of parishes with this position	23	23	21	4
Number of NOT compensated/volunteers	16	21	26	9
Number receiving a Full Time salary	0	1	5	0
Median Annual Full Time wage	--	\$46,874	\$46,250	--
High/Low Full time Salary range	--	\$46,874	\$31,300-\$58,576	--
Number receiving a Part Time salary	6	9	4	0
Median Annual Part Time wage	\$4,816	\$12.50	\$20.00	--
High/Low Part Time Salary range	\$500-\$12,000	\$7.21-\$24.52	\$19.40-\$23.08	--
Range of Hours of Part Time position	1-21			--
Median number of years in position	5.5			--
Position serves more than one parish	14			--

2. Pastoral Associate: Holds a Master's Degree and has completed Diocesan Certification process. Collaborates with the pastor and staff. May direct one or more specific ministries. May work with sacramental planning, educational formation, parish administration or pastoral ministry. Reports directly to the pastor or parish director.

Number of parishes with this position	4	6	16	2
Number of NOT compensated/volunteers	0	0	0	0
Number receiving a Full Time salary	0	1	9	2
Median Annual Full Time wage	--	\$49,200	\$50,549	\$48,879
High/Low Full time Salary range	--	--	\$42,907-\$55,279	\$45,238-\$52,520
Number receiving a Part Time salary	4	5	7	0
Median Annual Part Time wage	\$19.29	\$18.87	\$22.63	--
High/Low Part Time Salary range	\$17.77-\$19.71	\$16.41-\$22.63	\$11.00-\$25.00	--
Range of Hours of Part Time position	10-10.5	11-30	20-30	--
Median number of years in position	13	5	7.5	5.5
Position serves more than one parish	3	4	5	0

May include Family Ministry as an additional focus

Category based on Contributing Units	249 or less	250-499	500-999	1000-1999
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3. Pastoral Minister: Generally holds a Bachelor's Degree or equivalent and/or may have completed Diocesan Commissioned Ministry Program. May work in a specific ministry such as: pastoral care, family enrichment, social concerns, or sacramental preparation. Reports directly to the pastor or parish director.

Number of parishes with this position	12	9	8	3
Number of NOT compensated/volunteers	0	1	0	0
Number receiving a Full Time salary	1	0	5	2
Median Annual Full Time wage	\$24,000	--	\$38,870	\$42,375
High/Low Full time Salary range	--	--	\$37,740-\$59,750	\$34,000-\$50,750
Number receiving a Part Time salary	11	8	3	2
Median Annual Part Time wage	\$14.57	\$16.68	\$26.89	\$17.68
High/Low Part Time Salary range	\$9.10-\$26.08	\$13.00-\$21.00	\$13.52-\$28.69	\$14.15-\$21.12
Range of Hours of Part Time position	4-2	5-30	4-30	18-20
Median number of years in position	5	8	12	8
Position serves more than one parish	11	7	1	0
Position includes a Parish Nurse or Cemetery Family Service Manager			2	2

4. Director of Evangelization/Discipleship: Responsible for developing, executing and implementing a comprehensive and fruitful evangelization plan. Fosters a culture of discipleship, deepening each person's love for Jesus and the Catholic Church and directs outreach to the community. Holds a Bachelor degree in Religious Studies or Theology and has experience in catechetical, evangelization or discipleship at the parish.

Number of parishes with this position	2	1	4	1
Number of NOT compensated/volunteers	0	0	0	0
Number receiving a Full Time salary	0	0	1	1
Median Annual Full Time wage	--	--	\$42,282	\$42,024
High/Low Full time Salary range	--	--	\$42,282	\$42,024
Number receiving a Part Time salary	2	1	3	0
Median Hourly or Annual Part Time wage	\$21.98	\$21.81	\$21.98	--
High/Low Part Time Salary range	\$21.98-\$21.98	\$21.81	\$16.92-\$22.91	--
Range of Hours of Part Time position	4	8	7.5-20	--
Number of weeks worked per year	52	52	52	52
Median number of years in position	2	2		
Position serves more than one parish	3	2	3	0
Position also handles Faith Formation	2	1	3	0

Category based on Contributing Units	249 or less	250-499	500-999	1000-1999
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5. Coordinator of Evangelization/Discipleship: Assists Director and their support staff in ministry with evangelization and discipleship efforts. This support is accomplished through leader training, outreach and formation through Diocesan events and ministries. Holds a Bachelor degree in Religious studies or Theology.

Number of parishes with this position	4	5	3	2
Number of NOT compensated/volunteers	0	0	0	0
Number receiving a Full Time salary	0	2	1	0
Median Annual Full Time wage	--	\$28,972	\$32,989	--
High/Low Full time Salary range	--	\$18,697-\$39,249	\$32,989	--
Number receiving a Part Time salary	4	3	2	2
Median Hourly or Annual Part Time wage	\$18.71	\$20.30	\$19.23	\$17.75
High/Low Part Time Salary range	\$8.65-\$23.00	\$16.64-\$23.00	\$19.23-\$19.23	\$17.05-\$18.45
Range of Hours of Part Time position	4-16	9-24	20	12-17
Number of weeks worked per year	52	40-52	52	52
Median number of years in position	.5	4.5	4.5	1
Position serves more than one parish	3	1	2	0
Position also handles Faith Formation	2	1	0	1
Position includes Family Life/Evangelization Coordinators		2		

6. Director of Youth Ministry: Directs the activities of a youth program, with emphasis on middle and high school youth. Enables youth to become involved in all aspects of parish life, social, educational and service. Recruits and trains volunteers. Reports to the Pastor. Collaborates with Religious Education Director and other parish staff positions. Holds a Masters or equivalent in Youth Ministry. May also have Youth Ministry Certificate and/or completed Diocesan Commissioned Ministry Program for Youth Ministry.

Number of parishes with this position	0	2	1	0
Number of NOT compensated/volunteers	0	0	0	0
Number receiving a Full Time salary	0	0	1	0
Median Annual Full Time wage	--	--	\$30,680	--
High/Low Full time Salary range	--	--	\$30,680	--
Number receiving a Part Time salary	0	2	0	0
Median Hourly or Annual Part Time wage	--	\$15.03	--	--
High/Low Part Time Salary range	--	\$13.66-\$16.74	--	--
Range of Hours of Part Time position	--	8-9.75	--	--
Number of weeks worked per year	--	52	42	--
Median number of years in position	--	4.5	1	--
Position serves more than one parish	--	0	0	--
Position also handles Faith Formation	0	0	0	0

Category based on Contributing Units	249 or less	250-499	500-999	1000-1999
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7. Coordinator of Youth Ministry: Directs the activities of a youth program, with emphasis on middle and high school youth. Enables youth to become involved in all aspects of parish life, social, educational and service. Recruits and trains volunteers. Reports to the Pastor. Collaborates with Religious Education Director and other parish staff positions. Holds Bachelor's Degree or equivalent in Youth Ministry. May also have Youth Ministry Certificate and/or completed Diocesan Commissioned Ministry Program for Youth Ministry

Number of parishes with this position	4	7	7	2
Number of NOT compensated/volunteers	0	1	0	0
Number receiving a Full Time salary	0	1	2	2
Median Annual Full Time wage	--	\$18,385	\$35,646	\$36,748
High/Low Full time Salary range		\$18,385	\$33,293-\$38,000	\$35,984-\$37,571
Number receiving a Part Time salary	5	5	6	0
Median Hourly or Annual Part Time wage	\$15.44	\$17.80	\$18.97	--
High/Low Part Time Salary range	\$15.44-\$15.88	\$15.44-\$18.19	\$16.50-\$23.67	--
Range of Hours of Part Time position	8-19	6-20	12-32	--
Number of weeks worked per year	52	52	48-52	52
Median number of years in position	3	5.35	8	4.5
Position serves more than one parish	4	5	1	0
Position also handles Faith Formation	2	4	1	0

8. Facilitator of Youth Ministry: Directs the activities of a youth program, with emphasis on middle and high school youth. Enables youth to become involved in all aspects of parish life, social, educational and service. Recruits and trains volunteers. Reports to Pastor and/or Director of Youth Ministry. Holds an advanced catechetical certification and/or completed Diocesan Commissioned Ministry Program for Youth Ministry.

Number of parishes with this position	3	7	3	1
Number of NOT compensated/volunteers	0	0	1	0
Number receiving a Full Time salary	0	1	1	2
Median Annual Full Time wage	--	\$18,694	\$31,000	\$33,500
High/Low Full time Salary range	--	\$18,694	\$31,000	\$32,000-\$35,000
Number receiving a Part Time salary	4	6	1	0
Median Hourly or Annual Part Time wage	\$16.57	\$13.26	\$15.30	--
High/Low Part Time Salary range	\$13.71-\$17.95	\$10.91-\$17.14	\$15.30	--
Range of Hours of Part Time position	2.5-6	3-28	20	
Number of weeks worked per year	35-52	35-52	40-52	52
Median number of years in position	6	3	4	.5
Position serves more than one parish	2	5	0	0
Position also handles Faith Formation	1	0	0	0

Category based on Contributing Units	249 or less	250-499	500-999	1000-1999
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9. Director of Religious Education: Holds a Master's Degree in Religious Studies. Responsible for a comprehensive parish RE program including Adult Faith Formation. Supervises other RE personnel, manages the office, recruits and trains volunteers, plans programs for adults/teens/children, evaluates program curricula and acts as parish resource in methods and some areas of theology.

Number of parishes with this position	5	8	9	1
Number of NOT compensated/volunteers	0	0	0	0
Number receiving a Full Time salary	0	1	7	1
Median Annual Full Time wage	--	\$49,452	\$47,000	\$45,000
High/Low Full time Salary range	--	\$49,452	\$44,000-\$59,854	\$45,000
Number receiving a Part Time salary	5	8	2	0
Median Hourly or Annual Part Time wage	\$18.60	\$21.19	\$21.32	--
High/Low Part Time Salary range	\$15.25-\$20.13	\$13.79-\$31.40	\$18.60-\$24.04	--
Range of Hours of Part Time position	3.5-10.5	6.5-20	8.25-16	
Number of weeks worked per year	52	32-52	44-52	52
Median number of years in position	1	6	5.5	3
Position serves more than one parish	5	6	2	0
Position also handles Evangelization, Adult Faith Formation or Youth Ministry	0	1	3	0

10. Coordinator of Religious Education: Holds a Bachelor Degree in Religious Studies or related field and parish experience. Coordinates the parish RE program which includes managing the RE office, supervising staff, recruiting/training volunteers, planning programs for adults/teens/children and evaluating program curricula.

Number of parishes with this position	13	20	12	1
Number of NOT compensated/volunteers	0	0	0	0
Number receiving a Full Time salary	2	5	7	1
Median Annual Full Time wage	\$21,411	\$31,200	\$40,450	\$43,909
High/Low Full time Salary range	\$14,400-\$28,422	\$27,800-\$43,620	\$36,500-\$48,500	\$43,909
Number receiving a Part Time salary	12	17	11	0
Median Hourly or Annual Part Time wage	\$19.90	\$16.25	\$19.71	--
High/Low Part Time Salary range	\$13.95-\$30.00	\$12.24-\$28.62	\$11.36-\$24.04	--
Range of Hours of Part Time position	2.5-20	5-30	4.5-20	--
Number of weeks worked per year	36-52	32-52	44-52	40
Median number of years in position	45	6	9.5	7
Position serves more than one parish	5	11	3	0
Includes Aftercare RE	0	1	0	0

Category based on Contributing Units	249 or less	250-499	500-999	1000-1999
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11. Facilitator of Religious Education: Responsible for implementing and overseeing a narrowly conceived RE formation program or one facet of a total parish program. Usually supervises volunteer staff, recruits catechists, plans/chairs meetings, schedules classes/facilities, orders materials/books and generally carries out program organizational details for the Pastor, RE Director or Coordinator. Holds a lay ministry certification or advanced catechetical certificate and related experience.

Number of parishes with this position	21	9	6	3
Number NOT compensated/ volunteer	5	0	0	0
Number receiving a Full Time salary	0	3	5	1
Median Annual Full Time wage	--	\$44,116	\$35,000	\$29,120
High/Low Full time Salary range	--	\$30,625-\$48,000	\$28,396-\$41,161	\$29,120
Number receiving a Part Time salary	16	11	5	2
Median Hourly or Annual Part Time wage	\$16.36	\$11.13	\$15.62	\$17.78
High/Low Part Time Salary range	\$8.50-\$24.17	\$10.00-\$19.47	\$15.61-\$19.23	\$18.50-\$17.05
Range of Hours of Part Time position	1.5-21	2-20	15-20	20
Number of weeks worked per year	25-52	38-52	40-52	45-52
Median number of years in position	7.25	6.5	5.4	7.5
Position serves more than one parish	8	9	4	0
Includes Aftercare RE or Discipleship	0	7	4	0

12. Adult Faith Formation Minister: Responsible for conducting and directing adult faith activities/established programs. Serves as a direct contact/resource for small groups and facilitates prepared educational programs. Operates with oversight and assistance by the Pastor and requires a Bachelor's Degree in a related field or equivalent experience/education.

Number of parishes with this position	2	7	4	2
Number of NOT compensated/volunteers	2	3	11	0
Number receiving a Full Time salary	0	0	0	0
Median Annual Full Time wage	--	--	--	--
High/Low Full time Salary range	--	--	--	--
Number receiving a Part Time salary	0	4	3	2
Median Hourly or Annual Part Time wage	--	\$18.18	\$23.64	\$19.19
High/Low Part Time Salary range	--	\$7.25-\$21.23	\$14.00-\$25.45	\$16.26-\$22.12
Range of Hours of Part Time position	--	4-15	20-30	20
Number of weeks worked per year	--	45-52	40-52	52
Median number of years in position	--	10	3.5	3.5
Position serves more than one parish	1	0	0	

Includes position of RCIA Coordinator and may include Family Ministry as an additional focus

Category based on Contributing Units	249 or less	250-499	500-999	1000-1999
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13. Hispanic Ministry: Coordinates Hispanic Ministry outreach including liturgical and sacramental celebrations. Provides translation services. May facilitate bi-lingual religious education, youth ministry and adult faith formation, especially regarding evangelization, catechesis, discipleship and social outreach. Reports to the Pastor.

Number of parishes with this position	2	3		
Number of NOT compensated/volunteers	1	0		
Number receiving a Full Time salary	1	2		
Median Annual Full Time wage	\$33,046	\$35,116		
High/Low Full time Salary range		\$31,907-\$38,324		
Number receiving a Part Time salary		1		
Median Hourly or Annual Part Time wage		\$13.50		
High/Low Part Time Salary range		\$13.50		
Range of Hours of Part Time position		8.75		
Number of weeks worked per year		52		
Median number of years in position		7		
Position serves more than one parish		0		

14. Stewardship (Volunteer) Coordinator: Directs parish stewardship efforts and activities with help of parish committee members. Plan, organize volunteers and direct efforts to promote parishioner involvement

Number of parishes with this position	3	8	3	2
Number of NOT compensated/volunteers	4	8	0	1
Number receiving a Full Time salary	0	1	1	1
Median Annual Full Time wage	--	\$42,436	\$46,260	\$37,000
High/Low Full time Salary range	--	\$42,436	\$46,260	\$37,000
Number receiving a Part Time salary	0	0	2	0
Median Hourly or Annual Part Time wage	--	--	\$14.88	--
High/Low Part Time Salary range	--	--	\$14.60-\$15.15	--
Range of Hours of Part Time position	--	--	20-30	--
Median number of years in position	--	7	6.5	4
Position serves more than one parish	--	5	0	0

Category based on Contributing Units	249 or less	250-499	500-999	1000-1999
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15. Worship/Liturgy Director: Directs the worship program of the parish, including the preparation of seasonal liturgical preparations, sacramental services, and the formation of annual liturgical calendar. Collaborates with pastor and musical ministers in preparing liturgical programs. Participates in Liturgy Committee meetings. Recruits, trains and supports volunteer ministers for assistance. Reports directly to pastor or parish director.

Number of parishes with this position	12	11	15	3
Number of NOT compensated/volunteers	9	5	0	0
Number receiving a Full Time salary	0	2	7	2
Median Annual Full Time wage	--	\$46,840	\$48,975	\$45,845
High/Low Full time Salary range	--	\$46,125-\$47,556	\$33,700-\$57,950	\$39,651-\$52,040
Number receiving a Part Time salary	2	6	9	2
Median Hourly or Annual Part Time wage	\$19.23	\$15.19	\$22.12	\$14.76
High/Low Part Time Salary range	\$10.30-\$19.23	\$10.25-\$19.23	\$14.80-\$28.14	\$12.07-\$17.45
Range of Hours of Part Time position	3-19	1-15	5-30	5-25
Median number of years in position	2	3	10	10.5
Position serves more than one parish	3	7	2	0
Includes position of Sacristan	0	1	0	0

16. Music Director: Directs the parish music program, possibly serving as head accompanist for mass. Collaborates with the Liturgy Director in weekly and special liturgical celebrations. Schedules musicians. Prepares and manages music budget and understands copyright regulations. May direct the choirs and musical groups of the parish. May assist parishioners in music preparation for weddings and funerals.

Number of parishes with this position	12	10	10	3
Number of NOT compensated/volunteers	6	1	0	0
Number receiving a Full Time salary	0	1	0	1
Median Annual Full Time wage	--	\$40,000	--	\$27,738
High/Low Full time Salary range	--	\$40,000		\$27,738
Number receiving a Part Time salary	6	9	10	2
Median Annual Part Time wage	\$17.00	\$20.17	\$21.11	\$20.91
High/Low Part Time Salary range	\$9.52-\$26.72	\$14.42-\$50.00	\$15.76-\$24.48	\$20.00-\$21.81
Range of Hours of Part Time position	1-8	1-30	6.5-28	20
Median number of years in position	14	4.5	8	15
Position serves more than one parish	4	5	2	0

Category based on Contributing Units	249 or less	250-499	500-999	1000-1999
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17. Choir Director: Directs the parish choir/musical groups, possibly serving as lead accompanist for Mass. Collaborates with the Music Director and/or Liturgy Director in weekly and special liturgical celebrations, which may include weddings/funerals. Prepares/manages music schedules, budget, and works within copyright regulations				
Number of parishes with this position	7	9	6	3
Number of NOT compensated/volunteers	2	1	2	0
Number receiving a Full Time salary	0	0	0	0
Median Annual Full Time wage	--	--	--	--
Number receiving a Part Time salary	5	8	5	3
Median Annual Part Time wage	\$15.00	\$17.31	\$15.75	\$33.65
High/Low Part Time Salary range	\$13.46-\$15.00	\$14.42-\$27.50	\$10.22-\$24.04	\$10.00-\$64.67
Median Pay per Mass	\$50 per Mass		\$37 per Mass	
High/Low range per Mass	\$40-\$60 per Mass		\$37 per Mass	
Range of Hours of Part Time position	.5-1	1.5-10	2-20	2-5
Median number of years in position	4	8	5	10
Position serves more than one parish	0	5	1	0
* Some parishes provided an annual or monthly wage, thus wage per hour was calculated based on the hours worked				

18. Musicians Music groups, chorus groups, musicians or cantors (most responses were for musicians/ accompanists)				
Number of parishes with this position	35	31	21	5
Number of NOT compensated/volunteers	11	6	5	0
Median stipend paid per mass	\$35.91	\$39.40	\$37.50	\$45.00
Range stipend paid per mass	\$20.00-\$75.00	\$15.00-\$100.00	\$20.00-\$57.00	\$25.00-\$50.00
Median stipend paid per month	\$100.00	\$128.00	--	--
Range stipend paid per month	\$100-\$216/Mo.	\$100-\$563/Mo.	--	--
Median stipend paid per practice	\$25.00	\$25.00	\$30.00	\$20.00
High/Low stipend per practice	\$25.00-\$50.00	\$15.73-\$64.00	\$18.25-\$75.00	\$20.00-\$25.00
Range of Hours of position/per month	1-12	1-2	2-24	6-8

19. Professional state certified Interpreter for the Deaf for liturgy				
Number of parishes with this position	0	0	0	1
Median stipend paid per mass				\$60/Mass

Category based on Contributing Units	249 or less	250-499	500-999	1000-1999
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20. Business Administrator: Generally holds a Master's Degree in a related field with significant professional level experience. Directs the financial and physical properties of the parish. Manages an accounting system involving computer operation and application. Prepares and administers annual and monthly budget process in collaboration with Pastor and Finance Council. Collaborates further with the Pastor and Personnel Committee in development and implementation of personnel policies for parish employees. Coordinates maintenance and security of buildings and grounds. Reports directly to pastor or parish director.

Number of parishes with this position	2	5	11	1
Number of NOT compensated/volunteers	0	0	0	0
Number receiving a Full Time salary	0	1	5	1
Median Annual Full Time wage	--	\$50,944	\$50,581	\$59,000
High/Low Full time Salary range	--	\$50,944	\$47,500-\$86,639	\$59,000
Number receiving a Part Time salary	2	4	6	0
Median Annual Part Time wage	\$19.96	\$30.00	\$28.61	--
High/Low Part Time Salary range	\$19.96-\$19.96	\$19.91-\$34.69	\$19.92-\$38.75	--
Range of Hours of Part Time position	10.4-10.5	11-16	5-30	--
Median number of years in position	1.5	8.5	12	11
Position serves more than one parish	6	4	1	0

21. Business Manager: Generally holds a Bachelor's Degree or equivalent. May have completed Diocesan Commissioned Ministry Program. Has work history of related professional duties. Directs the financial and physical properties for the parish. Manages an accounting system involving computer operation and application. Prepares and administers annual and monthly budget process in collaboration with Pastor and Finance Councils. Collaborates further with the Pastor and Personnel Committee in development and implementation of personnel policies for parish employees. Coordinates maintenance and security of buildings and grounds. Reports directly to pastor or parish director.

Number of parishes with this position	7	11	14	3
Number of NOT compensated/volunteers	0	0	0	0
Number receiving a Full Time salary	4	8	10	2
Median Annual Full Time wage	\$43,000	\$40,537	\$46,420	\$49,150
High/Low Full time Salary range	\$43,000	\$36,000-\$46,000	\$37,856-\$65,097	\$43,980-\$59,000
Number receiving a Part Time salary	6	4	4	2
Median Hourly or Annual Part Time wage	\$22.12	\$22.39	\$24.50	\$18.88
High/Low Part Time Salary range	\$17.53-\$25.00	\$19.92-\$24.23	\$15.52-\$25.00	\$14.68-\$23.08
Range of Hours of Part Time position	4-25	10-35	15-24	25
Median number of years in position	1.5	6	10	10.6
Position serves more than one parish	6	5	3	0

Category based on Contributing Units	249 or less	250-499	500-999	1000-1999
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22. Office Manager: Handles budgets, bookkeeping, payroll, collects parish financial data and enters into computer system for accounting and tax record keeping. Prepares bank deposits and records receipts. Prepares purchase orders and payment of invoices. Provides Administrative Assistance services. Does some duties that would normally be handled by a Business Manager or Business Administrator.

Number of parishes with this position	5	9	3	0
Number of NOT compensated/volunteers	0	0	0	0
Number receiving a Full Time salary	1	7	2	0
Median Annual Full Time wage	\$18,000	\$33,250	\$38,470	--
High/Low Full time Salary range	\$18,000	\$28,997-\$39,456	\$37,814-\$39,125	--
Number receiving a Part Time salary	4	2	1	0
Median Hourly Part Time wage	\$14.71	\$17.63	\$18.50	--
High/Low Part Time Salary range	\$14.25-\$20.00	\$15.00-\$20.26	\$18.50	--
Range of Hours of Part Time position	2-24	18-20	28	--
Median number of years in position	1.5	7	15.5	--
Position serves more than one parish	3	4	.5	--

23. Bookkeeper/Administrative Assistant: Provides bookkeeping and payroll services to the parish office. Collects parish financial data and enters into computer system for accounting and tax record keeping. Prepares bank deposits and records receipts. Prepares purchase orders and payment of invoices.

Number of parishes with this position	28	17	12	3
Number of NOT compensated/volunteers	1	0	0	0
Number receiving a Full Time salary	0	3	7	2
Median Annual Full Time wage	--	\$33,696	\$39,300	\$38,615
High/Low Full time Salary range	--	\$29,920-\$50,544	\$31,217-\$46,592	\$31,470-\$45,760
Number receiving a Part Time salary	27	14	7	1
Median Hourly Part Time wage	\$16.00	\$18.20	\$17.90	\$15.00
High/Low Part Time Salary range	\$9.30-\$25.41	\$14.33-\$25.32	\$16.30-\$19.02	\$15.00
Range of Hours of Part Time position	2-28	4-25	7.5-32	5
Median number of years in position	6	6	15	8.5
Position serves more than one parish	13	9	2	0
Position also supports a school	2	--	4	--
Percent of time supporting the school	40%	--	20%-60%	--
Percent of pay parish pays where the position also supports the school	40%-100%	--	40%-80%	--

Category based on Contributing Units	249 or less	250-499	500-999	1000-1999
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24 Communications or Media Coordinator: Coordinates communications and publicity via the web and social media, including monitoring comment content. May coordinate the mobile app, newsletters, and bulletins. May provide AV assistance and Google support.

Number of parishes with this position	2	8	8	3
Number of NOT compensated/volunteers	2	3	0	0
Number receiving a Full Time salary	0	0	2	1
Median Annual Full Time wage	--	--	\$28,119	\$34,981
High/Low Full time Salary range	--	--	\$28,119-\$28,119	
Number receiving a Part Time salary	0	5	6	3
Median Hourly Part Time wage	--	\$21.23	\$15.50	\$20.00
High/Low Part Time Salary range	--	\$10.61-\$26.00	\$13.75-\$25.00	\$14.64-\$21.00
Range of Hours of Part Time position	--	3-30	12-25	19-32
Median number of years in position	--	5	2	3
Position serves more than one parish	--	4	2	0
Position also supports a school	--	3	3	--
Percent of time supporting the school	--	90%-100%	60%-100%	
Percent of pay parish pays where the position also supports the school	--	80%-100%	40%-100%	--

25. Secretaries – Parish/School: Provides clerical support for the pastor and/or staff. Performs administrative services for the parish/school. Receptionist duties as necessary, typing/word processing, office record keeping, bulletin preparation, and membership lists. May also be involved with posting of parish contributions, tuition, and mailing of contribution statements to parishioners. Supervises volunteers during major office projects.

Number of parishes with this position	24	27	22	4
Number of NOT compensated/volunteers	0	0	0	0
Number receiving a Full Time salary	2	16	15	4
Median Annual Full Time wage	\$25,319	\$27,694	\$30,888	\$32,011
High/Low Full time Salary range	\$21,800-\$28,787	\$20,303-\$44,075	\$28,000-\$40,706	\$22,464-\$33,326
Number receiving a Part Time salary	28	30	23	6
Median Hourly Part Time wage	\$14.17	\$13.36	\$15.36	\$15.50
High/Low Part Time Salary range	\$9.00-\$19.65	\$10.61-\$18.47	\$8.16-\$17.85	\$15.00-\$19.10
Range of Hours of Part Time position	4-32	6.6-34	7-34	15-32
Median number of years in position	24.5	3	4	10.5
Position serves more than one parish	11	19	2	0
Position also supports a school	3	6	2	1
Percent of time supporting the school	50%-100%	60%-100%	100%	45%
Percent of pay parish pays where the position also supports the school	50%-100%	80%-100%	100%	100%

Includes the position of receptionist

Category based on Contributing Units	249 or less	250-499	500-999	1000-1999
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26. Maintenance Person or Supervisor: Provides supervision and direction for paid/volunteer/summer staff assisting in maintenance/custodial/janitorial/grounds keeping duties. Provides and/or arranges for the performance of routine and preventive maintenance for parish HVAC Systems. Exhibits high level of skills/knowledge with mechanical/electrical systems. Arranges for/ oversees outside contract services as needed/approved.

Number of parishes with this position	11	14	18	3
Number of NOT compensated/volunteers	4	1	1	0
Number receiving a Full Time salary	5	6	10	3
Median Annual Full Time wage	\$12,870	\$40,112	\$45,861	\$36,244
High/Low Full time Salary range	\$10,530-\$36,254	\$35,110-\$52,416	\$33,280-\$70,950	\$26,676-\$45,760
Number receiving a Part Time salary	4	8	8	0
Median Hourly Part Time wage	\$13.58	\$17.59	\$17.40	--
High/Low Part Time Salary range	\$11.20-\$15.06	\$11.50-\$23.80	\$16.00-\$25.00	--
Range of Hours of Part Time position	2-16.5	4-25	8-22.5	52
Number of weeks worked per year	52	50-52	52	52
Median number of years in position	4	7	10.5	1
Position serves more than one parish	9	8	6	0
Position is contracted or outsourced	0	0	0	0
Position also supports a school	1	10	9	2
Percent of time supporting the school	70%	10%-100%	25%-90%	25%-75%
Percent of pay parish pays where the position also supports the school	30%	10%-100%	33%-100%	100%

27. Maintenance/Custodial/Janitorial Assistants: Positions may be paid or volunteer, seasonal or part-time. Staff provides cleaning, painting, grounds care, snow-clearing, and general maintenance projects under direction of supervisor, pastor or building and grounds committee.

Number of parishes with this position	32	28	21	3
Number of NOT compensated/volunteers	8	2	0	0
Number receiving a Full Time salary	0	4	13	5
Median Hourly or Annual Full Time wage	--	\$35,464	\$31,356	\$33,280
High/Low Full time Salary range	--	\$29,640-\$40,872	\$27,040-\$48,876	\$32,468-\$33,280
Number receiving a Part Time salary	44	38	28	3
Median Hourly Part Time wage	\$11.73	\$13.13	\$15.00	\$13.00
High/Low Part Time Salary range	\$7.40-\$16.50	\$10.00-\$20.24	\$9.00-\$25.00	\$12.75-\$14.00
Range of Hours of Part Time position	2-20	2.5-30	2-25	10-15
Number of weeks worked per year	16-52	11-52	12-52	24-52
Median number of years in position	4	3.5	5.5	2
Position serves more than one parish	9	16	7	0
Position is contracted or outsourced	4	2	2	0
Position also supports the school	1	0	17	2
Percent of time supporting the school	50%	--	50%-100%	75%
Percent of pay parish pays where the position also supports the school	100%	--	10%-100%	100%

Includes Cemetery Superintendents, Sextons and Groundskeepers. Several positions are seasonal.

Category based on Contributing Units	249 or less	250-499	500-999	1000-1999
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28. Housekeeper: Performs cleaning and laundry services for the rectory. Cleans rectory according to established schedule. Maintains cleaning supplies and orders as needed. Assures rectory staff that laundry is washed, dried and ironed as specified.				
Number of parishes with this position	12	16	7	2
Number of NOT compensated/volunteers	1	0	0	0
Number receiving a Part Time salary	10	15	7	2
Median Hourly Part Time wage	\$12.00	\$12.81	\$12.23	\$20.00
High/Low Part Time Salary range	\$10.30-\$16.51	\$10.00-\$25.00	\$11.00-\$20.00	\$20.00
Range of Hours of Part Time position	1-9.4	.75-6	2-8	1.5-3
Median number of years in position	2	13.5	4	1.5
Position serves more than one parish	5	8	3	0
Position is contracted or outsourced	1	1	0	0

NOTES

1. The titles for Office Manager, Bookkeeper/Administrative Assistant and Secretary-Parish/School appear to be used inter-changeably. Duties from all these areas are included in some positions.
2. The Religious Educators often work 9 - 10 months of the year, the weeks are noted in these categories. Also, because so many parishes share staff, many work full time but divide their time between 2 or more parishes.
3. The Evangelization/Discipleship positions are often also the Faith Formation or Religious Education staff, splitting their time between the two roles.
4. Some of the Youth Ministry positions split their time between Youth Ministry and Faith Formation.

OTHER CATEGORIES

The following is a list of other categories that were mentioned in the survey, but not included in the compilation.

- Athletic Director

Employee Benefits Offered by Parishes

Full-time Employee - A full-time employee is one who is hired on a continuous basis for at least 40 hours per week. Full-time employees are eligible for benefits available in accordance with Diocesan policies and/or plans in effect at the time.

Benefit Eligible Part-Time Employee - A Benefit-Eligible Part-Time employee is one who works at least 20 hours per week and less than full-time on a continuous basis, with a minimum of 1000 hours per year; or an employee who holds a 50% contract. *Benefit-eligible part-time employees are eligible for benefits on a pro-rated basis in accordance with policies and/or plans in effect at the time.* Such benefits are pro-rated according to a percentage based on hours worked compared to full-time hours.

Category based on Contributing Units (defined as any household contributing \$100 or more annually)	249 or less	250-499	500-999	1000+
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Number of Parishes responding to the benefits survey	42	30	21	4
Number of Parishes with all non-benefit eligible part time (less than 20 hrs/week, (1000 hrs/year) not qualifying for benefits	22	0	0	0

		Yes	No	Yes	No	Yes	No	Yes	No
1.)	Parishes offering benefit eligible employees the Health Insurance Plan	21	22	30	0	21	0	4	0
1.b)	Percentage of premium paid by Parish	Range 0-80% Median 50%		Range 0-80% Median 60%		Range 0-100% Median 80%		80%	

2.)	Parishes offering benefit eligible employees the Dental Insurance	21	2	30	0	21	0	4	0
2.b)	Percentage of premium paid by Parish	Range 0-100% Median 0%		Range 0-100% Median 0%		Range 0-80% Median 0%		Range 0-80% Median 80%	

3.)	Parishes offering benefit eligible employees the Vision Insurance	20	3	30	0	21	0	4	0
3.b)	Percentage of vision premium paid by Parish	Range 0-80% Median 0%		Range 0-100% Median 0%		Range 0-80% Median 0%		0%	

4.)	Parishes offering benefit eligible employees 1/2 day per month sick time benefit	20	3	30	0	21	0	4	0
4.a)	Sick time offered per month if more or less than required	Range of additional sick time is 9 day per year, 10 days per year or 12 days per year (max 60 days)							

5.)	Parishes offering benefit eligible employees Vacation benefit	22	1	30	3	21	0	4	0
	The Diocesan Plan is: Two Weeks for first day through end of 5 years Three Weeks for 6 th year through end of 10 years Four Weeks after 11 th Year and over								
5.b)	Other plan(s) offered:	Prorated based on hours							

6.)	Parishes offering benefit eligible employees Personal Days (2 paid) as required	21	2	29	1	21	0	4	0
6.a)	Personal days if more or less than required is offered	One parish offers an extra personal day							

Category based on Contributing Units (defined as any household contributing \$100 or more annually)		249 or less		250-499		500-999		1000+	
		Yes	No	Yes	No	Yes	No	Yes	No
7.)	Parishes offering Funeral Leave to benefit eligible employees	22	1	30	0	21	0	4	0
8.)	Parishes offering Jury Duty to benefit eligible employees	20	3	30	0	21	0	4	0
8.a)	Parishes who offer Jury Duty pay differential	8	15	19	11	17	4	0	0
9.)	Parishes offering Retirement benefits (required 6%) to benefit eligible employees	19	4	25	5	20	1	3	1
	Retirement benefits comments	2 parishes offer 10% benefit							
10.)	Parishes offering Life Insurance to benefit eligible employees	3	20	1	29	8	13	2	2
10.b)	Formula used to determine Life Insurance limits	Flat \$10,000, \$15,000 or \$20,000 1 x salary \$2,000 ee, \$1,000 spouse/child \$5,000 PT, \$10,000 FT							
11.)	Employee Assistance Program offered	11	13	18	12	15	6	3	1
12.)	Tax Sheltered Benefit 403(b) offered	18	5	26	4	20	1	3	1
13.)	Flexible Spending benefit (to cover medical/dental/vision or dependent care expenses pre-tax)	5	18	10	20	6	15	3	1
14.)	Premium Only Plan (POP) offered (to pay insurance premiums pre-tax)	9	14	18	12	13	8	3	1
15.)	Leave of Absence for benefit eligible employees	16	7	13	17	12	9	3	1
15.b)	Parishes who offer pay during Leave of Absence?	5	18	10	20	8	13	3	1
15.c)	Number of weeks Leave of Absence paid	Can use sick/vacation time Based on FMLA guidelines Up to 12 days, Up to 3 weeks							