

BC Public Library Salary Survey

Libraries serving populations
of approximately
20,000 and under

Prepared by : The ABCPLD Salary Survey Committee

February 18, 2009

Results & Methodology

At the ABCPLD meeting held in April of 2008, a committee was struck to develop a salary survey of libraries servicing populations of approximately 20,000 or less. The committee met via phone and email to discuss how to approach this, develop questions and terms of reference for the survey.

Subsequently, in October of 2008, the survey was sent via email to all British Columbia libraries serving a population of 20,000 people or less, with a completion date of November 12, 2008 requested. A total of 36 libraries completed the survey, ranging from populations of 600 to 22,000.

Upon examining the results, it became obvious that there was a real distinction in the data answered by libraries serving populations under 8,000 and those serving populations over 8,000 people. The report had been split into separate results based on those two groupings, with 23 libraries serving populations under 8,000 (ranging in size from 600-6,838 people) and 13 libraries serving populations over 8,000 (ranging in size from 8,182-22,023 people).

The data collected surrounding unionized employees broke down as follows. There was a total of 11 unionized libraries, 2 serving populations under 8,000, 9 serving populations over that. Head or Chief Librarians were exempt, 5 Assistant Directors and all other employees belonged to the bargaining unit.

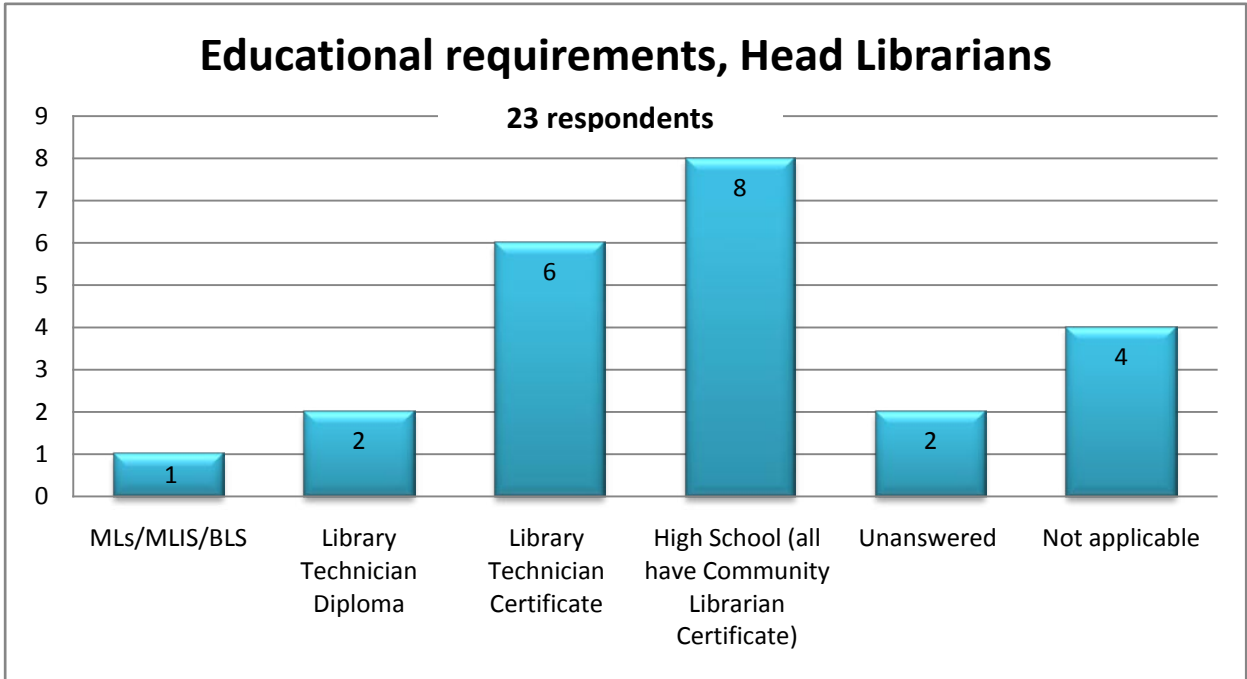
The remaining results based on educational requirements, benefits received and pay rates have been broken down based on the two population groups, and further grouped by position heading. The charts have been made using the total number of libraries for each group, including unanswered questions. Pay rates are averaged using only actual responses.

The survey questions and terms of reference can be found at the end of the report. As many libraries have differing names for like positions, general guidelines were established to try and guide all libraries to be able to provide consistent answers.

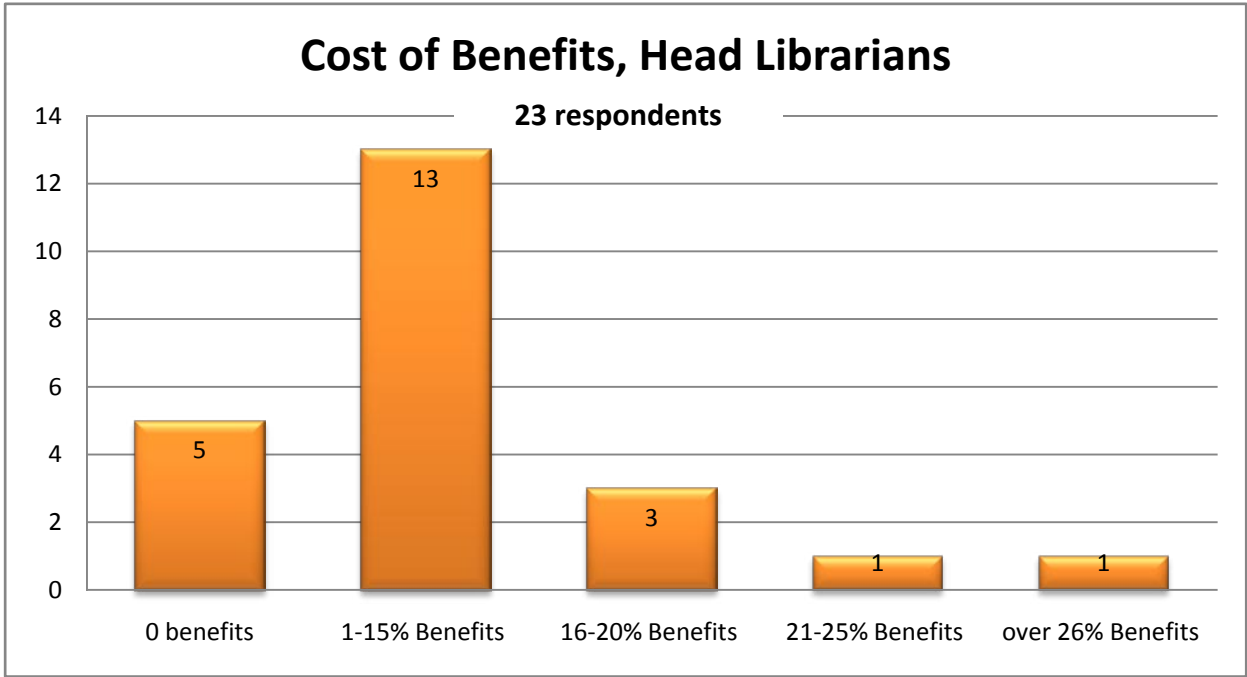
The Salary Survey committee consists of Michelle Burton, Virginia Charron, Lesley Dieno, Karin Grossmann, Maureen Painter, Brigitte Peter-Cherneff, Shannon Ellis and Indira Wick.

Our thanks to those who contributed to the survey. It is hoped that the results of the survey will be helpful in the hiring and retention of public library employees in small communities across the province.

Salary Survey Results, Libraries <8000 population served

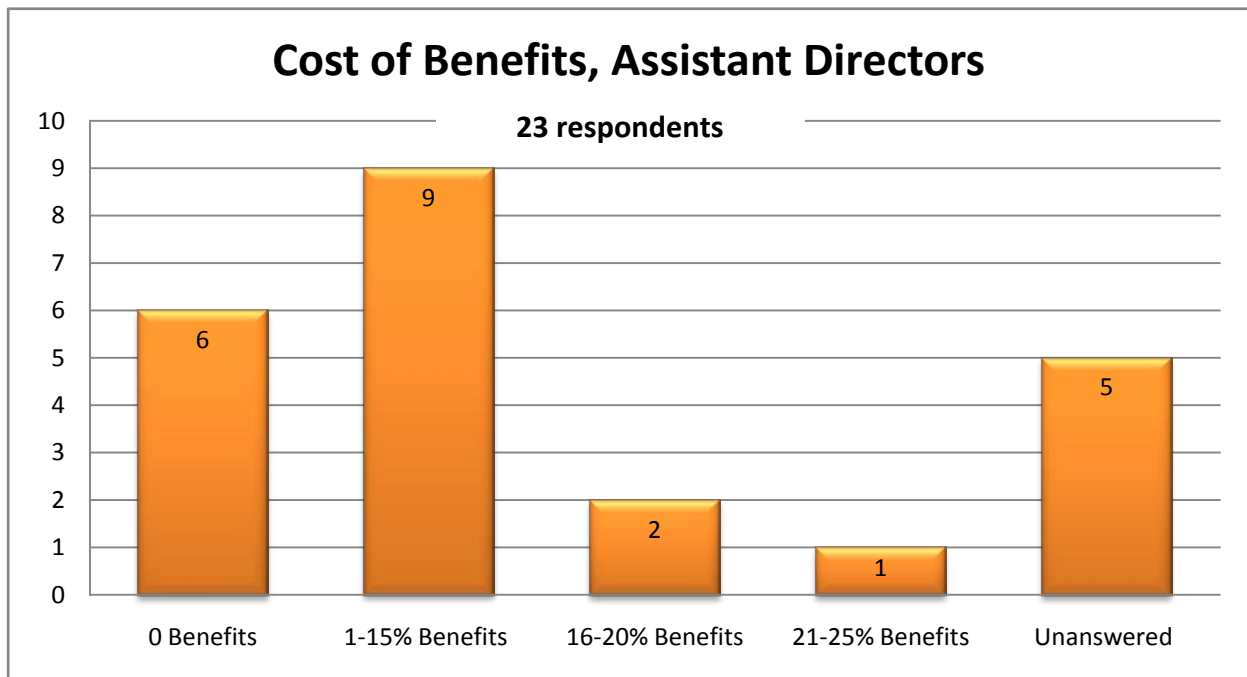
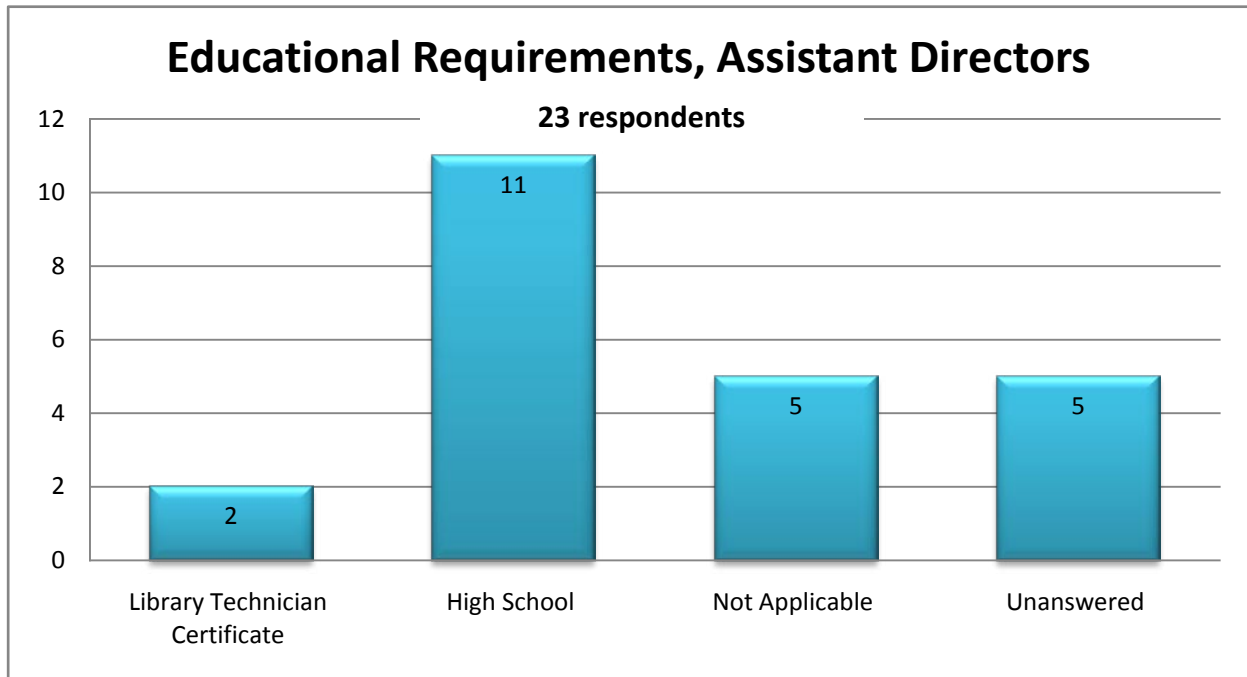


Please note for the above that all libraries with High school requirements noted that the Community Librarian Certificate was held as well.



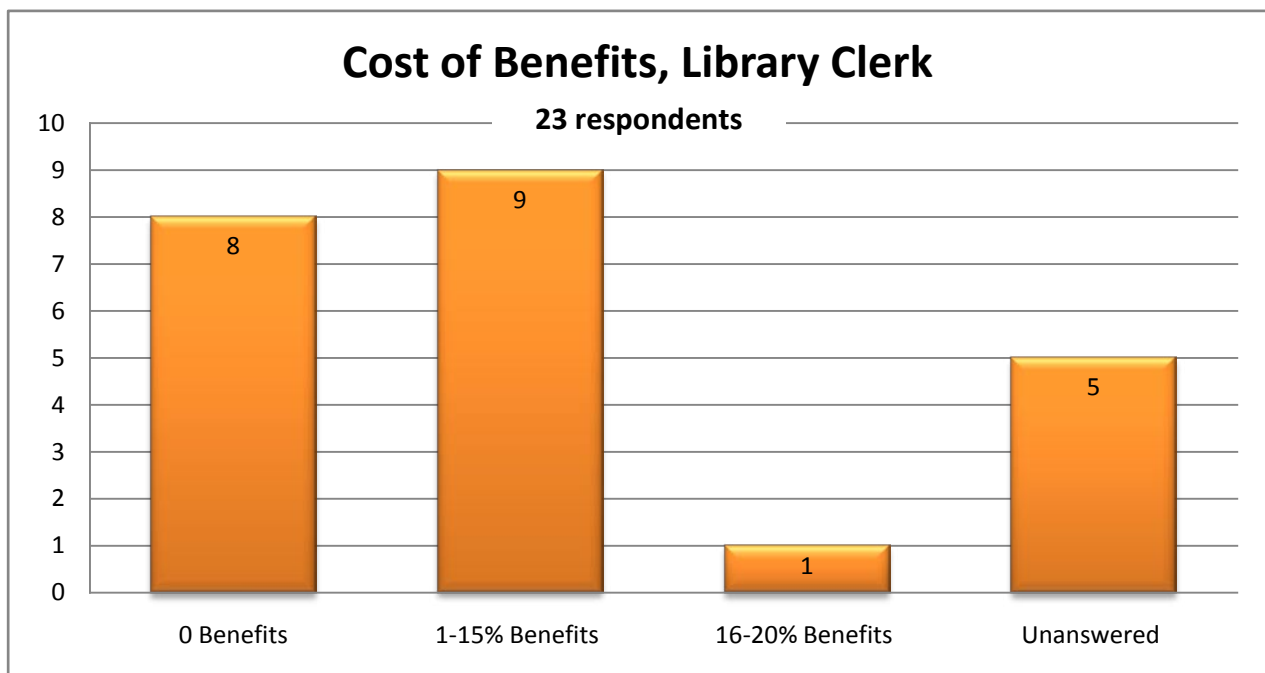
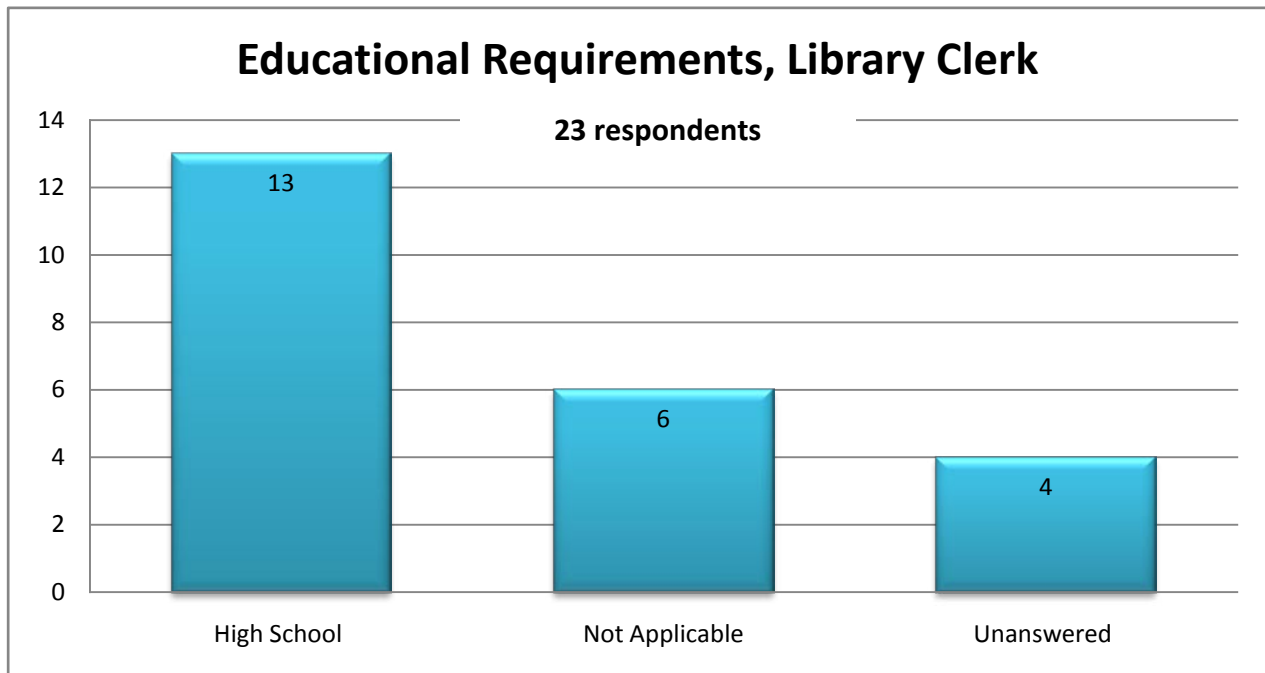
Pay Rates, Head Librarians \$13.75-30.50, with a \$19.95 average of 21 responses.

Salary Survey Results, Libraries <8000 population served



Pay Rates, Assistant Director \$9.75-\$21.29 with a \$15.35 average of 15 responses

Salary Survey Results, Libraries <8000 population served



Pay Rates, Library Clerk \$7.50-\$21.18 with a \$12.87 average of 15 responses

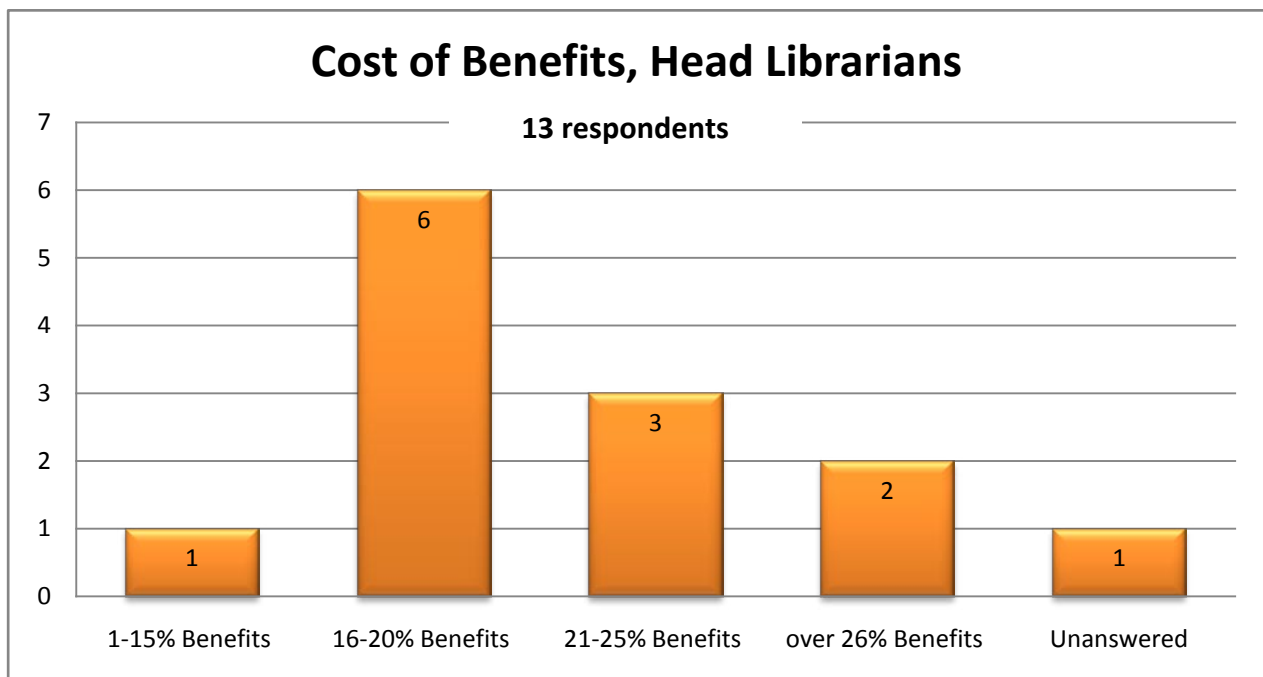
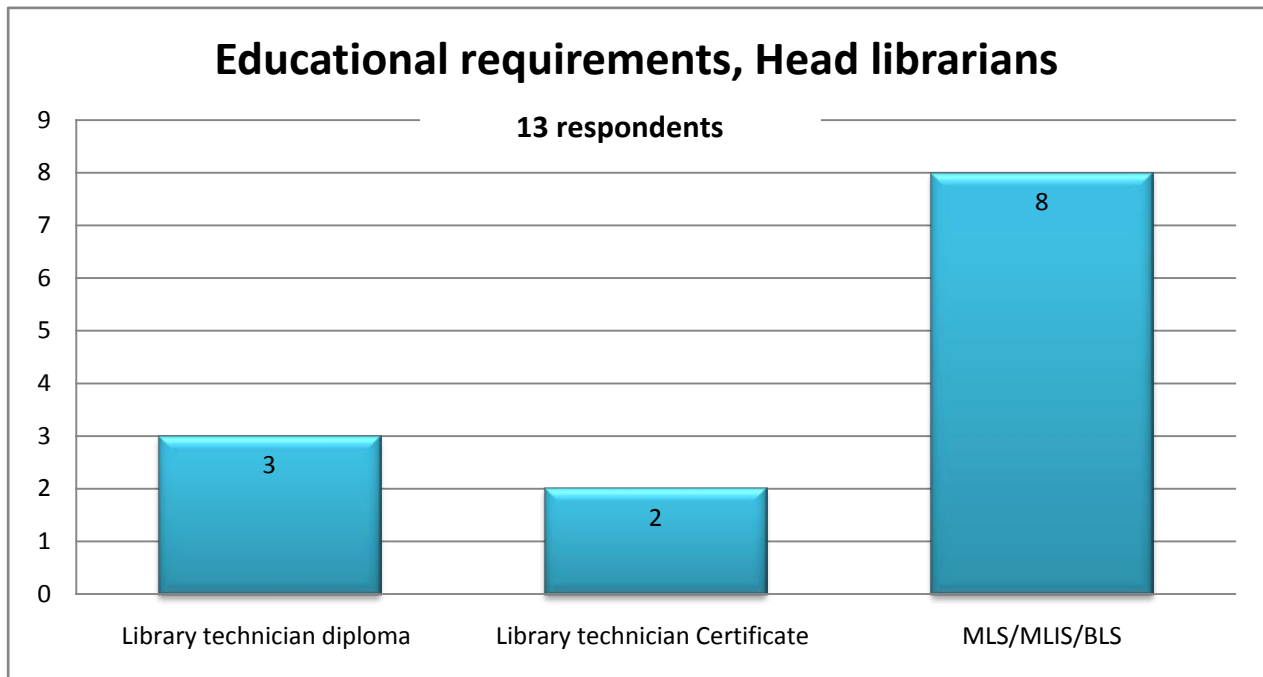
Salary Survey Results, Libraries <8000 population served

Educational Requirements, Shelver/Page – 3 libraries had a minimum of high school completion, 14 said educational requirements were not applicable, 7 unanswered.

Benefits, Shelver/Page – 11 libraries responded to this category, 9 offer 0 benefits, 2 offer 1-15% benefits.

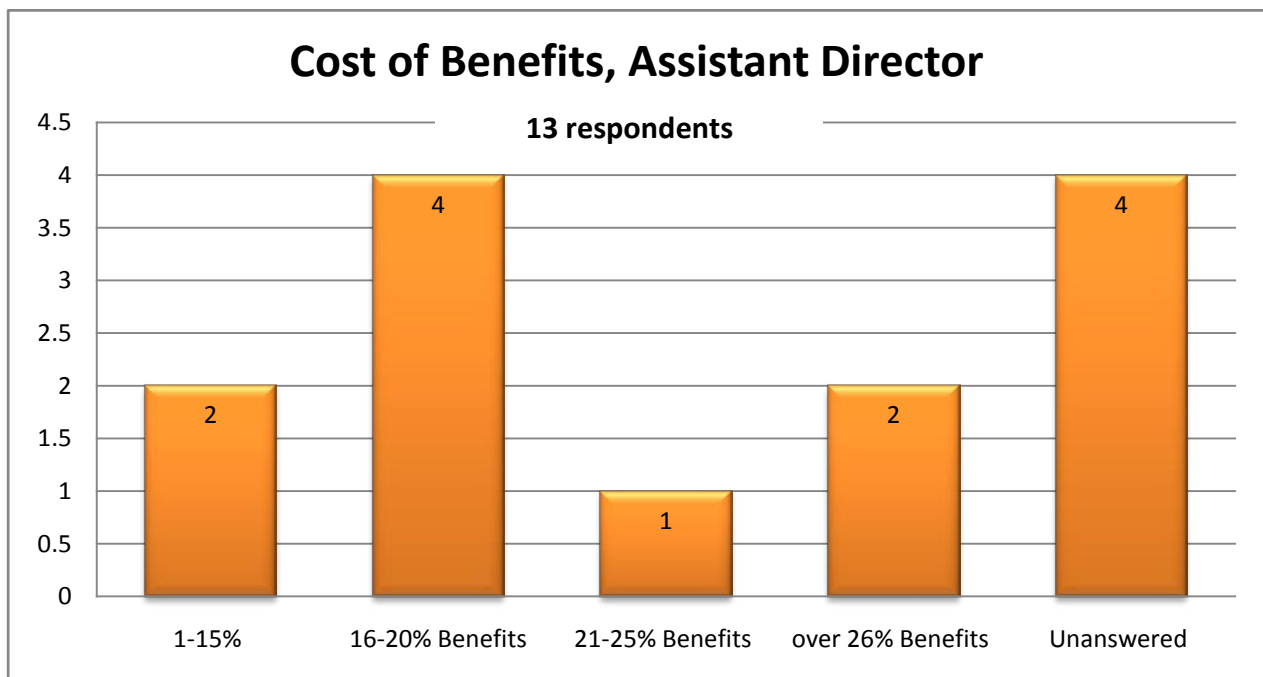
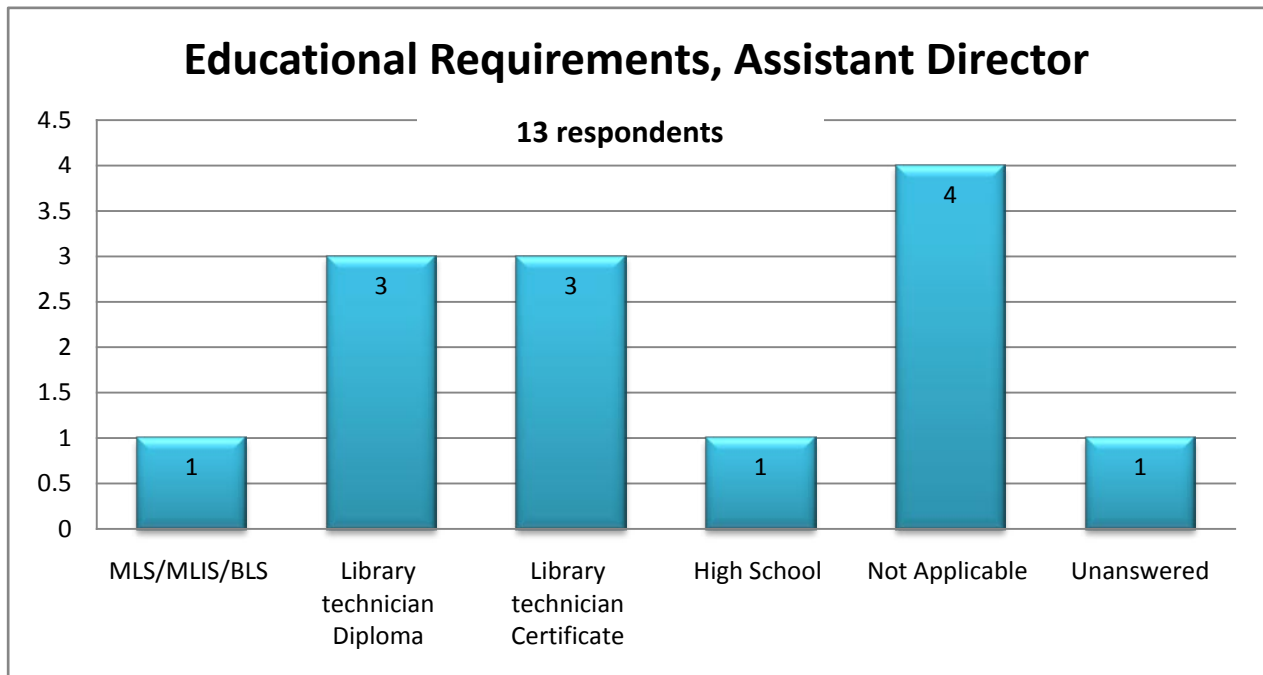
Pay Rates, Shelver/Page - \$8.00-\$9.50 with an \$8.70 average of 7 responses

Salary Survey Results, Libraries >8000 population served



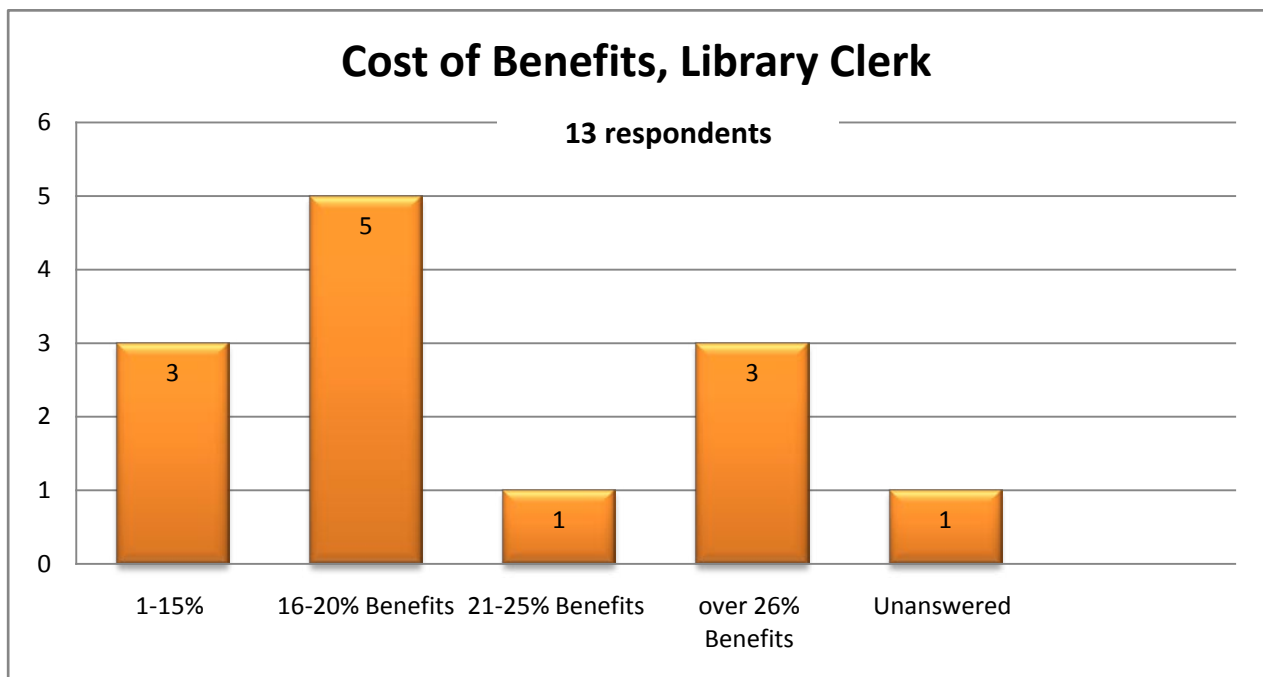
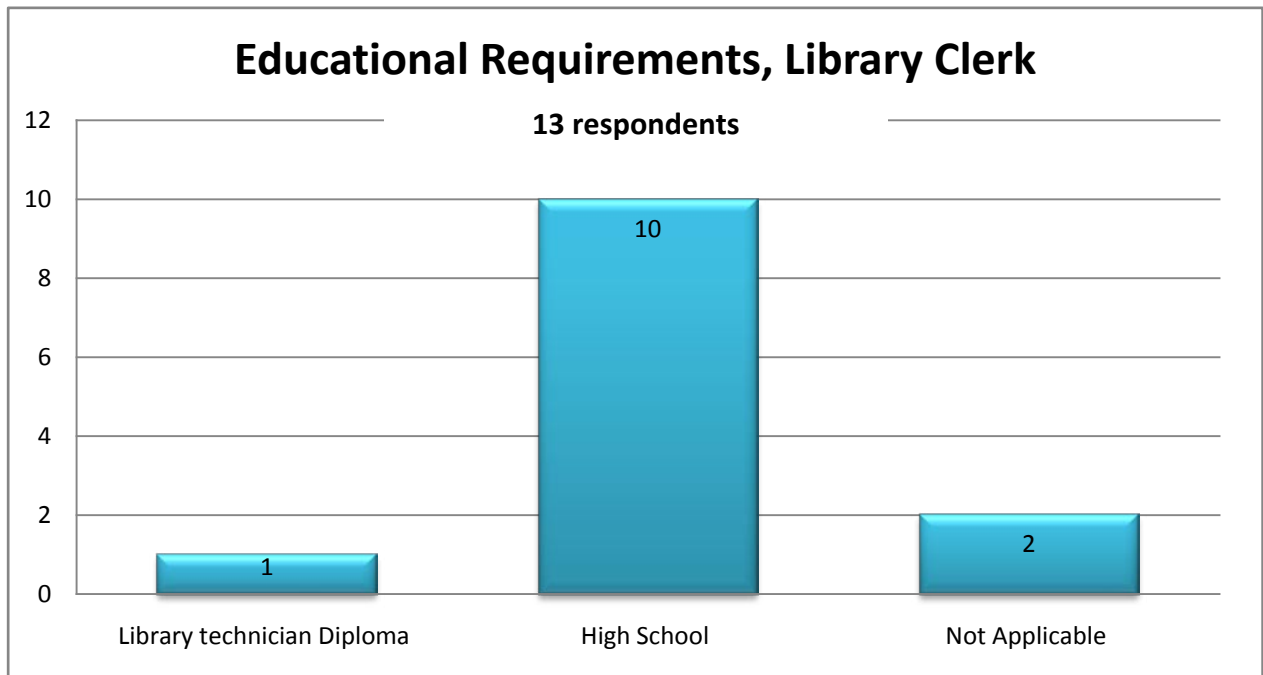
Pay Rates, Head Librarian \$24.73-\$51.19 with a \$33.67 average of 13 responses

Salary Survey Results, Libraries >8000 population served



Pay Rates, Assistant Director \$21.28-\$31.13 with a \$25.95 average of 9 responses

Salary Survey Results, Libraries >8000 population served



Pay Rates, Library Clerk \$14.57- \$27.78 with a \$19.84 average of 12 responses

Salary Survey Results, Libraries >8000 population served

Education Requirements, Shelver/Page 1 library required high school completion, 12 stated educational requirements were not applicable

Benefits, Shelver/Page 6 libraries offer 1-15% benefits, 2 offer over 26% and 5 did not answer this question.

Pay Rates, Shelver/Page \$9.00 - \$11.01 with a \$9.71 average of 10 responses.

SALARY SURVEY QUESTIONS:

1. Why you are receiving this survey?

The Association of BC Public Library Directors (ABCPLD) is undertaking a salary survey of public library employees in communities whose population is approximately 20,000 or under. It is hoped that this survey will provide useful data for the hiring and retention of public library employees in small communities.

Definitions

Please use the following definitions to assist you in answering the survey:

Head or Chief Librarian/Library Director

Typical Duties may include;

- Reports to Library Board, recommends policy, manages budget, administers contracts with staff, unions and their agencies
- Oversees all library services, and responsible for all aspects of staff management
- Acts as a liaison between the Library Board, local government and the community, and represents the Library at interagency and provincial meetings.

Assistant Director (titles may vary)

Typical duties may include:

- Working under the 'Director' in providing technical or other specialist assistance
- Providing reference or children's services, original cataloguing or expertise with computer trouble shooting/networking/hardware/software
- May supervise staff
- May provide outreach service and maintain website
- May replace Director in her/his absence

Library Clerk (also known as circulation clerk or library assistant)

Typical duties may include:

- Providing circulation services to the public
- Maintain user records, accepting fines and fees
- May handle interlibrary loans requesting and processing

Shelver or Page

Typical duties may include:

- Shelving library materials and shelf reading
- Assisting with children's programs
- Mail duties, emptying drop box, tidying, general tasks

Volunteer (anyone who performs duties without compensation)

Typical duties may include:

- May fill any of the above positions
- May perform other duties including cleaning books, garden and building maintenance etc.

“Other” categories have been included for any other positions that are not covered in the descriptions above.

2. Contact Information

Position of person answering the survey, Name of library, Address, City/town, Name of person answering survey, e-mail address and population of area served.

3. Public Library Salary Survey

1. Please indicate the number of employees in FTE(full time equivalents) for the positions below. See definitions of the positions at the beginning of the survey, If you do not have employees in a position please enter 0. If you have employees that you feel do not fit into any of these categories please use the “Other” categories.

Head or Chief Librarian
Assistant Director
Library Clerk
Shelver/Clerk
Other 1
Other 2
Other 3
Volunteer (unpaid)

2. Please indicate whether the following staff are part of a union or exempt
(option given for each staff listed to be Union Member, Exempt from Union, No Union at our institution or Not applicable)
Staff listing is the same as question 1, excluding volunteers.
3. Please indicate the minimum level of education requires for each of the positions in your library. (The options were MLS/MLIS/BLA degree, Library Technician Diploma, Library Technician certificate, High School Completion, Not applicable)
Staff listing is the same as question 1, excluding volunteers.
4. Please indicate the salary range in hourly rates (not including benefits) for each if the categories below. An example would be \$15.50 - \$21.00. If no range exists please put in the hourly rate currently being paid to that level of employee.
Staff listing is the same as question 1, excluding volunteers.
5. Please indicate cost of benefits for each of the employee categories below, as a % of the base wage costs. Benefits would include costs to the employer for such things as vacation, pensions, medical plans etc. (The options here were 0 benefits, 1-15%, 16-20%, 21-15% and over 26%) Staff listing is the same as question 1, excluding volunteers.

Results of this survey will be distributed, but names of individuals and libraries will be withheld for privacy reasons.

End.