

## **PCANZ recommended pay scale for staff working with young people(2021-2022)**

Presbyterian Youth Ministry and Presbyterian Children & Families Ministry recommend congregations pay a salary to its ministry staff that will mean they can work without unnecessary financial worry. By being an excellent employer following best practice, churches can expect longevity and quality from their staff members, which leads to more impactful ministry.

### **Calculating the cost of a lay ministry worker:**

- 1. The lay ministry worker pay package**
- 2. Employment expenses**  
Kiwi saver contribution, professional development, mobile phone etc
- 3. Ministry budget**  
Curriculum, materials, equipment etc

The Presbyterian Church of Aotearoa New Zealand adopted the Living wage at GA2012 as the minimum an employee should be paid. As of 1 September 2021, the living wage is set at \$22.75. This is the minimum amount any lay ministry staff member should be paid.

In addition to the current living wage, it is recommended churches take into account qualifications, experience, responsibility and their location when determining the pay.

It is hoped that the pay scale will encourage lay ministry workers to work longer for churches and to get better qualified.

This pay scale ranges from \$22.75 per hour for an inexperienced, unqualified lay ministry worker in a rural setting to an annual salary of \$73k for a lay ministry worker, who manages a team of youth workers in a large ministry context in a major city, is qualified and has over 9 years of paid experience.

It is recommended once employed, the lay ministry worker should be reviewed annually, with an increase in salary set on 1 July based on the Labour Cost Index to March, issued by the Department of Statistics

# 1. The Recommended Lay Ministry Worker Pay Package



Base Salary 2020-2021	Living Wage \$22.75
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Qualifications	% of Living Wage
Certificate	5% (\$1.14)
Diploma	10% (\$2.28)
Degree +	15% (\$3.41)



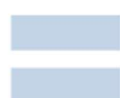
Experience Addition	% of Living Wage
3 years	5%
6 years	10%
9 years +	15%



Location	% of Living Wage
Rural town	0%
Provincial city <sup>1</sup>	5%
Major City <sup>2</sup>	10%



Responsibility	% of Living Wage
Large ministry	5%
Oversight over staff	10%
Large ministry and oversight of staff	15%



<sup>1</sup> Provincial cities: e.g. Dunedin, Palmerston North, New Plymouth, Napier, Tauranga, Hamilton

<sup>2</sup> Major Cities: Queenstown, Christchurch, Wellington, Auckland

## 2. Employment Expenses

Highlighted here are some examples of regular annual line items to go in you youth employment budget . Other than the mandatory 5% Kiwisaver contribution, you will need to calculate how much you want to budget for each line item, but we have given some examples.

Expense	Budget
KiwiSaver	5% of salary (GA 18)
Mobile plan	360
Professional Development	1000
Spiritual Development	500
Supervision	500
Mileage	1000
Vacation	(will you need paid cover?)

Highlighted here are some other employment expenses which are not annual expenses but need to be covered.

Expense	Budget
Mobile Phone	1000
Laptop	1500

## 3. Ministry Budget

In addition, the cost of employing the staff member, a church may well need to set aside several thousand towards the ministry budget. For Example :

- Programming costs
- Curriculum
- Leadership development
- Events
- Promotional materials
- Equipment
- Admin