**Fall 2018 Student Wage Scale**

The Student Wage Scale is provided to help you determine student wages. **The wage you assign to first time student employees must be between the bottom and top wages listed in the categories on this scale,** and the total wages the employee will earn must be within your student wage budget. Jobs are graded based upon difficulty, experience, and the level of training required to perform them. Students in jobs that lead/supervise others a minimum of 50% of the time are paid one grade higher than the job supervised.

You must provide Career Development & Calling with written approval from your departmental VP for any wage exceeding $12.25/hr.

**Pay Grades**

**General -** Includes all entry-level student jobs that do not require previous training or special skills other than basic computer skills. May require on-the-job training.    

**Skilled -** Skilled jobs include positions that require a higher level of responsibility and some previous training or experience. Positions offer extensive on-the-job training or require certification. Students may be supervising other students in the General category.

**Specialist -** Specialist jobs require special skills or an advanced level of academic or other qualifications. The position might involve a high degree of training, and/or extensive previous experience. Job duties may include hiring, training, scheduling and supervising students in the Skilled category.

**Job Title Examples\***

|  |  |  |
| --- | --- | --- |
| **General** | **Skilled** | **Specialist** |
| ***$11.00-11.50/hr to start*** | ***$11.25-11.75/hr to start*** | ***$11.75-12.25/hr to start*** |
| Admissions Tour Guide | Admissions Intern | Accompanist |
| Art Docents | EMO Technician | IT Assistant/Programmer |
| Athletic Events Staff | First Responder | Lab Assistant |
| Bookstore Staff | Fitness Center Supervisor | Research Assistant |
| Chapel Set-Up/Tear Down | Graphic Design Intern | Summer Aquatics Director |
| Conference Services Staff | Intramurals Student Director | Teaching Assistant |
| Custodian/Maintenance | Lifeguard |  |
| Fitness Center Monitor | Phonathon Caller |  |
| Groundskeeper | Provost Fellow |  |
| Interlibrary Loan | Risk Management Project Asst |  |
| IT Help Desk | Sound/Light/PowerPoint Technician |  |
| Liberal Arts Ambassador | Sports Broadcaster |  |
| Library Assistant | Videographer |  |
| Library Technical Services | Webmaster Assistant |  |
| Office Assistant |  |  |
| Orchestra Crew |  |  |
| Post Office Clerk |  |  |
| Risk Assistant |  |  |
| Student Ambassadors |  |  |
| Switchboard Operator |  |  |
| Trades Worker |  |  |

\*These job titles listed are meant to serve as an example. Not all job titles will be listed. Please find the title most related to your position to determine the pay grade. Career Development & Calling is available at x6031 if you have questions or need assistance**.**