

# 2020-2021 Hourly & Instructional Rate Schedule

## Effective July 1, 2020



Below is a table of the hourly rates, titles and grades approved for SLCC.

All hourly positions are limited to 125 hours per month or less. All applicants and new hires must apply and complete an official SLCC application located at the [SLCC jobsite](#). Supervisors are to select a title and corresponding rate from the schedule below and complete a Personnel Action Form (PAF). Submit the PAF with all required paperwork to Human Resources in a timely manner, preferably before the employee starts employment. New employees should generally start at entry levels of the assigned range. Students should be given preference. Women and minority hiring is encouraged. Hourly positions are generally variable and therefore carry less responsibility than a salaried position with a similar title. Hourly positions require time entry (tracking of time) and must have appropriate approvals.

All exceptions to the Hourly Rate Schedule, either title or rate must be approved by the Assistant Vice President (AVP) of Human Resources. For consideration, submit your request and justification in writing to the [Director of Recruitment and Compensation](#). If your request is for a new addition to the schedule, include; proposed title, rate of pay requesting and a short 2-3 sentence description of duties and written justification on why the position is needed.

If a department chooses to convert an hourly position to a full-time, regular position, the department must provide funding for full benefits, with the appropriate approval and complete the full hiring process.

A "Contractual Services Agreement" is used when you want to pay a person who is not an employee of the college for a one-time project. Please contact the Accounts Payable Office.

Part-time Adjunct Instructors, refer to the Adjunct Workload document for limits.

Full-time Administrators/Staff, working in an adjunct capacity may not exceed 50% of normal full-time teaching load. The employee wishing to teach as adjunct faculty will need to have the permission of their current supervisor, meet the qualifications as required, and be selected by the appropriate academic administrator following College hiring procedures. If the adjunct teaching interferes with the employee's regular job, as determined by the primary supervisor, the employee may be required to give up the teaching assignment. Full-time Faculty may teach overload following the procedure listed in the Academic Guide.

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<b>Part Time Hourly Grade 5 \$11.41 - \$12.54</b> .....	<b>2</b>
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<b>Part Time Hourly Grade 7 \$13.81 - \$15.17</b> .....	<b>2</b>
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### Part Time Hourly Grade 4 \$10.25 - \$11.40

Cashier III	Child Care Provider I	Craft Helper
Food Service Worker IV	Reader/Grader III	Secretary I
Server I	Specialist	Tutor Non-Certified

### Part Time Hourly Grade 5 \$11.41 - \$12.54

Accounting Clerk	Child Care Provider II	College Center Attendant
Custodian II	Food Service Worker V	Groundskeeper III
IT Lab Aide I	Laboratory Technician	Parking Enforcer
Printer III	Secretary II	Server II
Specialist I	Tool Room Attendant	Tutor Certified I

### Part Time Hourly Grade 6 \$12.55 - \$13.80

Chef	Child Care Provider III	Custodian III
Desktop Technician I	Electro/Mechanical Tech	Groundskeeper IV
IT Lab Aide II	Lab Aide	Programmer/Analyst I
Server III	Specialist II	Telecom Technician I
Tutor Certified II		

### Part Time Hourly Grade 7 \$13.81 - \$15.17

Advisor I	Chef I	Child Care Provider IV
Desktop Technician II	Groundskeeper V	HVAC Tech I
Help Desk Technician II	IT Lab Aide III	Lab Aide I
Medical Assistant	Public Safety Officer I	Researcher I
Secretary III	Programmer/Analyst II	Server IV
Specialist III	Statistical Clerk	Telecom Technician II
Tutor Certified III		

### Part Time Hourly Grade 8 \$15.18 - \$16.69

Accounting Technician	Automotive Technician	Carpenter
Chef II	Child Care Provider V	Desktop Technician III
Heating Engineer	HVAC Tech II	Help Desk Technician III
IT Lab Aide IV	Lab Aide II	Programmer Analyst III
Public Safety Officer II	Researcher II	Technician I
Telecom Technician III	Theater Technician	

### Part Time Hourly Grade 9 \$16.70 - \$18.41

Advisor II	Child Care Provider VI	Construction Project Asst
Coordinator	Desktop Technician IV	Help Desk Technician IV
Journeyman Electrician	Lab Aide III	Technician II
Telecom Technician IV		

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## Part Time Hourly Grade 10 Rate Varies

Academic Advisor (for Academic and Career Services use only)	\$18.05 - \$32.88
Assistant Apprenticeship Administrator	\$19.84 - \$20.63
Assistant Coach/Sports Information Coordinator	\$20.92- \$31.44
Bus Driver (CDL required)	\$18.45 - \$22.55
Commercial Driver (CDL required)	\$17.43 - \$23.58
Curriculum Developer	\$19.72 - \$35.02
Instructional/ Media Designer	\$19.72 - \$35.02
Interpreter (DRC use only)	\$15.90 - \$20.17
Interpreter I (DRC use only)	\$20.18 - \$29.58
Interpreter II (DRC use only)	\$29.59 - \$39.70
Interpreter III (DRC use only)	\$39.71 - \$46.34
Lab Aide IV	\$18.05 - \$21.28
Lab Coordinator	\$17.70 - \$21.28
LCSW	\$23.90 - \$27.64
Licensed Massage Therapist	\$23.48- \$27.12
Nurse Practitioner	\$34.86 - \$50.77
Operations Associate (bachelors degree required)	\$18.39 - \$36.30
Professional Entertainer	\$10.25 - \$18.76
Training Director	\$29.74 - \$30.94
Workshop Presenter (A one-time payment of \$100-\$150 if the employee is full-time <b>and</b> this beyond their regular position <b>and</b> hours. Hourly rate is for a regular presenter assignment performed consistently by a part-time employee, the time must be submitted on their regular time sheet)	\$19.72 - \$35.02

## Instructional Hourly Rates \$ Varies & Grade Varies

(Grade 5) Adjunct Instructor	\$17.56 - \$51.87
(Grade 6) Teaching Assistant	\$27.16 - \$48.25
(Grade 7) Non-teaching training	\$25.19
Per weekly contact hour in any semester	\$850