



Customized Salary Structure  
**XYZ Church**

Large Churches (1000 < 2000 weekly attendance)  
City, St @ 100% of the National Average

Prepared by  
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# Salary Structure

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A salary structure is a tool developed to provide base salary ranges that are fair, competitive and cost-effective. Positions are slotted into the salary structure based on external market value and internal job worth hierarchy.

## Methodology

Church Compensation Services has developed a customized salary structure covering all positions in the 2023 Large Church Compensation Survey — from Custodian to Senior Pastor. This structure has been customized for large churches with weekly attendance between 1,000 and 2,000.

In addition, the structure has been further modified to reflect the cost of salaries in XYZ at 100% of the national average. Cost of salaries reflect the demand for and supply of labor, differing from cost of living (COL) which reflects the demand for and supply of goods and services. These geographic rates are determined by millions of data points from public and private sources and are commonly used by organizations across the country.

## Slotting Benchmark Positions

All survey positions have been preliminarily slotted into grades/ranges within the customized salary structures based on external value.

The compa-ratio for each benchmark job has been calculated compared to the midpoint of the new range. We have also determined the cost, if any, to bring positions to the minimum of the range and totaled the salaries paid above the maximum of the range. This will identify any employees are paid outside the new salary ranges.

## Implementation

Before implementing a new salary structure, review the preliminary grade assignments and make adjustments based on internal equity using reporting relationships and whole-job value as a guide. Positions may have more or less responsibilities and/or value at your church than others. For this exercise consider the value of the job, not the incumbent. Also confirm and/or correct the survey job match and employee base salaries associated with each position. These are based on values submitted on your 2023 Large Church Compensation Survey questionnaire.

Next, slot your non-benchmark jobs into the appropriate salary grade using the same internal equity review process described above. Church Compensation Services can assist you with this process for a small per job fee. Contact [survey@churchcompensationservices.com](mailto:survey@churchcompensationservices.com) for more information.

Lastly, if there are employees paid below the minimum of the new range determine what action, if any, should be taken to increase employee pay to the minimum of their new range.

Also, consider “red-circling” employees paid above the maximum of their new range. This refers to freezing employee pay and potentially paying a lump sum bonus in lieu of a base salary increase to prevent salaries from creeping higher above the maximum of the range.

Paying employees below the minimum of their salary range may cause excessive turnover while paying above the maximum of the range may incur unnecessary costs.

## Maintenance

Annually adjust the salary structure to reflect the average increase in your market. The Large Church Compensation Survey reports average salary structure adjustments, along with average salary increases for other large churches. In addition, reference the estimated market value of each position to keep up with any salary trends for existing positions and slotting new positions.

Conduct an annual costing analysis to determine if any positions are falling below or moving above their formal salary ranges. Periodically, develop new salary structures, as needed.

**Customized Salary Structure**  
**Large Churches between 1,000 and 2,000 weekly attendance**  
**National**

<b>Grade</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>	<b>Midpoint Progression</b>	<b>Range Spread</b>
1	-	-	-		%
2	-	-	-	%	%
3	-	-	-	%	%
4	-	-	-	%	%
5	-	-	-	%	%
6	-	-	-	%	%
7	-	-	-	%	%
8	-	-	-	%	%
9	-	-	-	%	%
10	-	-	-	%	%
11	-	-	-	%	%
12	-	-	-	%	%
13	-	-	-	%	%

**Customized Salary Structure**  
**Large Churches 1,000 < 2,000 attendance**  
**XYZ @ 100% of the National Average**

<b>Grade</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>	<b>Midpoint Progression</b>	<b>Range Spread</b>
1	-	-	-	0.0%	%
2	-	-	-	%	%
3	-	-	-	%	%
4	-	-	-	%	%
5	-	-	-	%	%
6	-	-	-	%	%
7	-	-	-	%	%
8	-	-	-	%	%
9	-	-	-	%	%
10	-	-	-	%	%
11	-	-	-	%	%
12	-	-	-	%	%
13	-	-	-	%	%

## Salary Structure - Survey Job Grade Assignments

Survey Job Code	Survey Job Title	Assigned Grade	Large Churches (1,000 < 2,000 attendance)					
			National			XYZ @ 100% of Nat'l Avg		
			Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
0300	Musician	-	-	-	-	-	-	-
1060	Child Care Worker	-	-	-	-	-	-	-
0440	Custodian/Janitor	-	-	-	-	-	-	-
0090	Receptionist/Switchboard Operator	-	-	-	-	-	-	-
0790-3	Ministry Coordinator - Children's (3)	-	-	-	-	-	-	-
0380	Maintenance Mechanic/Technician	-	-	-	-	-	-	-
0060	Administrative Assistant	-	-	-	-	-	-	-
0790	Ministry Coordinator	-	-	-	-	-	-	-
0790-20	Ministry Coordinator - Student/Youth (20)	-	-	-	-	-	-	-
0790-10	Ministry Coordinator - Missions (10)	-	-	-	-	-	-	-
1320	Audio Engineer/Technician	-	-	-	-	-	-	-
0700	Database Administrator	-	-	-	-	-	-	-
0515	Accounting Clerk	-	-	-	-	-	-	-
1400	Video Engineer/Technician	-	-	-	-	-	-	-
0790-1	Ministry Coordinator - Hospitality/Assimilation (1)	-	-	-	-	-	-	-
0790-24	Ministry Coordinator - Pastoral Care (24)	-	-	-	-	-	-	-
0790-17	Ministry Coordinator - Small Groups (17)	-	-	-	-	-	-	-
0160	Graphic Artist/Designer	-	-	-	-	-	-	-
0030	Administrative Assistant to Senior Pastor	-	-	-	-	-	-	-
1425	Technical Equipment Operator	-	-	-	-	-	-	-
0780-17	Director/Pastor of Ministry - Small Groups (17)	-	-	-	-	-	-	-
0490	Accountant	-	-	-	-	-	-	-
0290	Music Director	-	-	-	-	-	-	-
0370	Facilities Supervisor	-	-	-	-	-	-	-
0120	Communications/Community/Public Relations Director	-	-	-	-	-	-	-
0780-3	Director/Pastor of Ministry - Children's (3)	-	-	-	-	-	-	-
0780-20	Director/Pastor of Ministry - Student/Youth (20)	-	-	-	-	-	-	-
0350	Facilities Director/Manager	-	-	-	-	-	-	-
0780-1	Director/Pastor of Ministry - Hospitality/Assimilation (1)	-	-	-	-	-	-	-
0270	Creative Arts Director	-	-	-	-	-	-	-
0780	Director/Pastor of Ministry	-	-	-	-	-	-	-
1235	Technical/Production Director	-	-	-	-	-	-	-
0460	Controller	-	-	-	-	-	-	-
0690	Director of Technology or Chief Information Officer	-	-	-	-	-	-	-
0280	Worship Leader	-	-	-	-	-	-	-
0780-10	Director/Pastor of Ministry - Missions (10)	-	-	-	-	-	-	-
0630	Human Resources Director/Generalist	-	-	-	-	-	-	-
0780-24	Director/Pastor of Ministry - Pastoral Care (24)	-	-	-	-	-	-	-
1200	Associate Pastor	-	-	-	-	-	-	-
0450	Director of Finance or Chief Financial Officer	-	-	-	-	-	-	-
0010	Director of Administration or Chief Administrative Officer	-	-	-	-	-	-	-
1180	Executive Pastor	-	-	-	-	-	-	-
1170	Senior/Lead Pastor	-	-	-	-	-	-	-

# Customized Salary Structure - Costing Analysis

				MegaChurch Compensation Survey		Structure Based on Large Churches between 1,000 -2,000 attendance (National)						Structure Based on Large Churches 1,000 < 2,000 attendance (XYZ @ 100% of Nat'l Avg)							
Job Title	#	FLSA	Annual Base Salary	Job Code	Job Title	Grade	Minimum	Midpoint	Maximum	Compa-Ratio	Below Minimum	Above Maximum	Grade	Minimum	Midpoint	Maximum	Compa-Ratio	Below Minimum	Above Maximum
<b>Totals</b>																			