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WORKING CENTRE SALARY POLICY

Adopted April 1, 1989
Updated April 2018

1. Because the Working Centre seeks to serve the unemployed and the poor, not by patronizing them, but through alliance and identification with them, no full-time staff member receives a salary greater than the average full-time salaried worker in Canada. Once annually, at the beginning of the fiscal year, April 1, the Board of Directors sets as the Reference Salary an amount lower than but close to the average full-time salary of Canadian workers. This Reference Salary is higher than the average income of Canadian adults, since the latter includes people who are unemployed, employed part-time, or retired. The Reference Salary is not set mechanically, but by balancing the sometimes competing goals of paying staff members well, maintaining solidarity with the people the Working Centre serves, meeting legal requirements of the Ontario government, and of course, keeping the Working Centre in fiscally sound condition.
2. Because the Working Centre is committed to the reduction of hierarchy and inequality, no full-time salaried staff member receives a salary less than 76% of the Reference Salary. The salaries of all positions are set in relation to the Reference Salary, as follows:

Positions in Category 1	80 – 100% of the Reference Salary
Positions in Category 2	76 – 96% of the Reference Salary
3. For fiscal 2018-2019, the Board of Directors has set the Reference Salary at \$39,191, in keeping with our agreement that the reference salary reflects the average industrial wage. New positions start at \$29,786.
4. For all positions in each category, there are eleven salary steps, each step defined as two percentage points of the Reference Salary. As a rule, people who are new to the organization start at 2-1 on the chart. Staff members at the Working Centre move up one step for each year of service.
5. At the time of joining the Working Centre staff, a person's salary is set at Step 1, or 2 of the salary category for his or her position. Upon completion of twelve months' work, and after each twelve-month period thereafter, each staff member advances to the next step within the salary category of his or her position. Step 11 is the ceiling. If the Board of Directors finds it possible to increase the amount of the Reference Salary for a given year, a staff member who has not yet reached the top step of the category of his or her position receives two raises in that year, one at the beginning of the fiscal year and one on the anniversary of his or her starting date.
6. Developmental roles such as Job Café wages and student wages will be paid minimum wage or slightly higher, and will be paid hourly. Such roles are not eligible for The Working Centre's benefit plan. We leave this provision in the salary policy in order to allow for the development of creative work opportunities that may not be bound within the wider Salary Policy understanding.