

Heart of the Lakes Center for Land Conservation Policy 2010 Compensation and Benefits Survey Results Summary

Introduction

Heart of the Lakes is pleased to provide this summary of our 2010 comprehensive Compensation and Benefits Survey. The survey is a service to our member organizations that we hope to conduct annually. It is intended to foster an understanding of current trends in conservancy employment compensation in Michigan and help conservancies attract and retain excellent employees by providing equitable employment policies. The information below summarizes the results of the survey, which was conducted between June 22nd and July 23rd, 2010. Thank you to the twenty-one land conservancies, 19 with staff and 2 without, that responded. Please feel free to contact Heart of the Lakes if you have questions or would like additional information.

Staffing

Of the 21 responders, twelve conservancies employ both full-time and part-time staff, three conservancies employ only full-time staff, four employ only part-time staff and two employ no staff at all. Ten employ interns and five of those employ Americorps members. Of the ten that employ interns, three provide pay, three do not, and four conservancies sometimes pay, depending on the circumstances.

Salaries for conservancy staff vary significantly, but tend to be higher for employees of conservancies with higher operating budgets. Not surprisingly, salaries are also higher for those with more years experience within a given conservancy.

Table 1 on the following page shows averages (avg) and median (med) salaries for full-time land conservancy staff in Michigan.

Raises, Bonuses and Reviews

Of the nineteen conservancies that employ staff, fourteen provide annual raises. Eleven of those provide raises based on performance. Bonuses are rare – only two conservancies provide bonuses under special circumstances. However, sixteen conservancies provide feedback to their employees with an annual review.

Major Medical Coverage

Of the fifteen conservancies that employ full time staff, eleven provide medical coverage. Most conservancies with operating budgets of \$250,000 or less do not provide major medical coverage. Seven conservancies also provide coverage for dependents. Only one conservancy provides medical coverage for part-time staff. A handful of conservancies also provide flexible spending accounts.

**Approximate Average and Median Salaries of
Full-time Staff**

Operating Budget	\$250,000 or less	\$250,001-\$500,000	\$500,001-\$750,000	\$750,001 or more
Executive Director	avg = \$56,667 med = \$57,500	avg = \$70,833 med = \$72,500	avg = \$80,000	avg = \$108,333 med= \$97,500
Associate/Assistant/Deputy Director				avg = \$72,500
Land Protection	avg = \$35,833 med= \$37,500	avg = \$42,500	avg = \$40,500 med= \$37,500	avg = \$55,357 med = \$57,500
Stewardship	avg = \$37,500	avg = \$37,500	avg = \$35,500 med= \$42,500	avg = \$44,500 med = \$42,500
Administration	avg = \$22,500	avg = \$37,500	avg = \$42,500	avg = \$34,116 med = \$32,500
Development	avg = \$42,500	avg = \$39,177 med = \$37,500	avg = \$47,500	avg = \$42,500 med= \$37,500
Communications		avg = \$32,500	avg = \$27,500	avg = \$51,250 med = \$50,000
Accounting	avg = \$42,500			avg = \$62,500
Education	avg = \$37,500			
Volunteer Program Director/Coordinator		avg = \$32,500		avg = \$42,500
Membership				avg = \$37,500

The average annual cost to conservancies for health coverage per employee is reported to be \$4700. This figure most likely includes coverage for dependents. Four conservancies require contribution from the employee, all between twenty and thirty percent of the cost to the employer.

Major Medical At A Glance	
Major Medical Provided	
For full-time staff	11 conservancies
For part-time staff	1 conservancy
Premium contribution required	4 conservancies
Average employee premium contribution	20 - 30%

Dental and Vision Coverage

Four conservancies provide dental insurance to full-time staff, all requiring employee contribution, averaging 31%. Three of those provide coverage for dependents, and one allows for employees to purchase dental coverage for dependents through the conservancy's plan. No conservancies provide dental to part-time staff.

Two conservancies provide vision coverage to full-time staff and also provide for dependents of full-time staff. The employee contribution averages 25%. No conservancies provide vision coverage for part-time staff.

Dental/Vision At A Glance	
Dental Provided	
For full-time staff	4 conservancies
For part-time staff	0 conservancies
Premium contribution required/average amount	4 conservancies/31%
Vision Provided	
For full-time staff	2 conservancies
Premium contribution required/average amount	2 conservancies/25%

Disability

Three conservancies provide short-term disability to full-time staff only. None of those conservancies require contribution from the employee. Those organizations without short-term disability may have policies in place that provide for a continuation of salary for a limited time, but that information was not specifically asked in this survey.

Two conservancies provide both short-term and long-term disability. Two more conservancies only provide long-term disability to full-time employees. None of those conservancies require contribution from the employee. Two conservancies provide long-term disability to part-time employees with no contribution required from the employee.

Disability At A Glance	
Short-Term Disability Provided	
For full-time staff	3 conservancies, no contribution required
For part-time staff	0 conservancies
Long-Term Disability Provided	
For full-time staff	2 conservancies, no contribution required
For part-time staff	2 conservancies, no contribution required
Short-Term and Long-Term Disability Combined	
For full-time staff	2 conservancies
For part-time staff	0 conservancies

Life Insurance

Five conservancies provide life insurance benefits to full-time employees, one to part-time employees. One conservancy also provides life insurance options to dependents of both full-time and part-time staff.

Life Insurance At A Glance	
Life Insurance Provided	
For full-time staff	5 conservancies
For part-time staff	1 conservancy
For dependents of full and part-time staff	1 conservancy

Retirement

Ten conservancies offer retirement plans to full-time staff and four offer plans to part-time staff. Nine conservancies provide a match of some kind, most ranging between 3% and 5%.

Retirement Plans At A Glance	
Retirement Plans Provided	
For full-time staff	10 conservancies
For part-time staff	4 conservancies
Match provided	9 conservancies
Match range	3 - 5%

Leave

Generally, while policies vary, Michigan land conservancies provide flexible leave opportunities. Of those surveyed, fourteen land conservancies provide vacation time to their employees. At most conservancies, the amount of vacation time allotted full-time employees increases proportionally to the number of years employed, at most conservancies. Full time employees with 1-2 years employment experience at their conservancy receive, on average, ten days vacation. Those with 3-4 years receive about fourteen days and those with 4-5 years average eighteen days vacation.

Twelve conservancies provide personal leave time to full-time employees. Two of those conservancies provide a set number of leave days that can be taken as either personal or vacation days. One conservancy combines sick leave, personal leave and vacation time. Policies vary widely, but, like vacation days, the number of personal days allotted tends to increase along with the number of years of service. Thirteen conservancies also provide sick leave to full-time employees.

Almost all conservancies provide paid holidays for full-time employees, averaging nine days. Ten conservancies also provide paid holidays for part-time employees.

Twelve conservancies provide maternity leave benefits to their full-time employees. Only two provide paid leave, while the rest require the leave to be taken unpaid. Seven conservancies allow paternity leave, as well.

Eleven conservancies provide bereavement leave - four do not. For those that do, three days is a common length of time, but allotted time varies.

Ten conservancies provide paid time off for jury duty while six do not. For those that provide paid time off, policies vary, but it is common for conservancies to require payment received from jury duty to be paid back to the conservancy.

Other Benefits

Almost all of the conservancies provide flexible work schedules including telecommuting and non-traditional scheduling. Seventeen conservancies also provide professional development opportunities for their employees. Professional development allotments vary, but most conservancies do not allocate more than \$1,000 per staff member.

Comments or Questions?

If you have any comments or questions about the information provided or a question about a specific benefit that was not reported in this summary, please contact Meredith Johnson at 517-925-8649 x10 or meredith@heartofthelakes.org.