

Part II.

Survey Instrument with Imbedded Responses

Please note: The average number or the # of responses to the question is indicated in bold print. There were 25 responses to the overall assessment, but not all questions were answered by the respondents. Therefore, at times, the response #s will not equal 25 on all questions.

SECTION I. Executive Director: Salary/Compensation Information

Q-1 Annual Salary = **\$ 69,941**

Q-2 Number of vacation, sick
Personal days per year:

Vacation Days	19.10
Sick Days	11.40
Personal Day	2.67
	32.4 days (total)

Q-3 For EACH of the following kinds of compensation, please indicate whether your Agency provides: No coverage, partial coverage, or full coverage to your current Executive Director. (Please circle a number for EACH.)

Compensation type	None	Partial	Full
Personal Health Insurance	1	11	13
Family Health Insurance	9	12	3
Personal dental insurance	4	7	14
Family dental insurance	11	11	2
Personal disability insurance	11	5	9
Family disability insurance	24	0	0
Reimbursement for education	9	10	6
Use of Agency automobile	16	0	9

Q-4 Does your agency provide life insurance for the Executive Director?
(Please circle a number)

0 No **24 Yes** Amount of coverage - **\$39,375**

Q-5 Does your agency provide professional liability insurance for the Executive Director?

5 No **20 Yes**

Q-6 Does your agency provide an expense account for the Executive Director?

20 No **5 Yes** Maximum per year - **\$ 3700**

Q-7 How many years has your agency's Executive Director been in this position?

NUMBER OF YEARS IN POSITION = 13.1742 Years

SECTION II. Salary and Tenure of Other Personnel

DEPUTY DIRECTOR: Assists executive director in agency management, responsible for agency in absence of director, may be in charge of specific program or area of agency, such as planning.

ANNUAL SALARY - \$68,306 **6.29 years in position**
8 agencies reported this title

FISCAL OFFICER/DIRECTOR: Responsible for fiscal management of the agency.

ANNUAL SALARY- \$41,398 **9.61years in position**
21 agencies reported this title

OUTREACH DIRECTOR/COORDINATOR: Responsible for outreach operations of agency.

ANNUAL SALARY- \$ 30,233 **11.68 years in position**
6 agencies reported this title

PROGRAM DIRECTORS: Responsible for one or more programs, including supervision, budget, reporting and public relations.

HEAD START DIRECTOR

ANNUAL SALARY- \$48,502 **7.18 years in position**
14 agencies reported this title

ENERGY ASSISTANCE PROGRAM DIRECTOR

ANNUAL SALARY- \$35,925 **7.51 years in position**
18 agencies reported this title

WEATHERIZATION PROGRAM DIRECTOR

ANNUAL SALARY = \$40,047 **6.74 years in position**
16 agencies reported this title

CSBG PROGRAM DIRECTOR

ANNUAL SALARY = \$38,317 **10.78 years in position**
15 agencies reported this title

EMPLOYMENT PROGRAM DIRECTOR

ANNUAL SALARY = \$45,525 **6.67 years in position**
6 agencies reported this title

OTHER PROGRAM DIRECTOR (specify program: **Foster Grandparent)**

ANNUAL SALARY = \$30,825 **8.00 years in position**
2 agencies reported this title

OTHER PROGRAM DIRECTOR (specify program: **Homemaker)**

ANNUAL SALARY = \$29,029 **15 years in position**
2 agencies reported this title

OTHER PROGRAM DIRECTOR (specify program: **Housing**)

ANNUAL SALARY = \$35,109
3 agencies reported this title

11 years in position

OTHER PROGRAM DIRECTOR (specify program: **Senior Services**)

ANNUAL SALARY = \$43,758
5 agencies reported this title

11.20 years in position

Other Program Director titles reported in survey:

Title	Salary
WIC	\$80,000
Behavioral Health Director	\$66,192
Environmental Health	\$53,500
Public Health/Nursing	\$50,000
Family Self-Sufficiency	\$48,671
Nutrition/Transportation	\$44,000
Domestic Violence	\$40,000
Literacy	\$34,268
Education	\$30,000
RSVP	\$27,043
Store Manager	\$21,600
Property and Assets Manager	\$21,600
Child Development	\$18,096

SECTION III. Agency Information

Q-1 Number of employees:

of Full-Time paid employees **182.32**
(32 hours or more/week for 12 months)

of Seasonal paid employees **39.84**
(32 hours or more/week for less than 12 months)

of Part-Time employees **39.40**

of Contractual employees **1.35**

of Full or Part-time Volunteers **394.92**
(Include VISTA, HEAD START)

Q-2 Number of Funded programs = **17.04 programs**

Q-3 Gender of Executive Director/Chief Executive Officer:

10 Male 15 Female

Q-4 Race of Executive Director/Chief Executive Officer:

19 White
6 Black

Q-5 Total Agency Budget= **\$37,500,422 (mean)**
7,000,000 (median)
(for most recently completed fiscal year)

Introduction

This report summarizes the findings of the ICAA wage and compensation survey conducted by the Illinois Community Action Association in 2003. It is updated from the survey taken in 1997. The survey instrument, which was also used in the Association's 1989, 1992 and 1997 study, was developed by a research consultant at the Entrepreneurship and Enterprise Center of the University of Illinois at Springfield (UIS) (formerly Sangamon State University) in conjunction with personnel from the Center and the Association. This year, the Entrepreneurship and Enterprise Center, now a part of the Abraham Lincoln Presidential Center for Governmental Studies at UIS, helped in the statistical compilation of the survey.

Methodology

A survey package consisting of the instrument and a cover letter was sent to all 40 members of the Illinois Community Action Association. Association members include community action agencies, community action programs and governmental organizations. Reminders were sent via e-mail and telefacsimile to respond to the survey. At the end of the process, 25 organizations had responded, which is a response rate of 61.25%.

Presentation

The information will be presented in three formats. An executive summary will highlight the averages of each question, where applicable. Tables, which presents a detailed overview of each survey is the second part, and finally, the survey instrument, with the answers highlighted, will complete the presentation of the wage and compensation information.

Part I.

Executive Summary

Please note there is a broad range in responses, which is due to the expansive nature of community action agencies in Illinois.

Number of Employees. The mean, or average number of full-time employees for community action agencies is 182.32. Seasonal employees average 39.84, part-time employees are 39.40. Volunteers average out at 394.92, yet the median was 4.5 which indicates a disparity in volunteer utilization among the respondents.

Annual Budget. The budget average among the respondents was \$37,500,422.21 and the mid range was \$7,000,000.00. The geographic location of the agency(s) and the number of funded programs impacted this number dramatically.

Number of Funded Programs. Funded programs varied widely among the respondents with 17.04 being the average and the median was 10 programs.

Characteristics of Executive Director.

Salary and tenure. The average salary of an Executive Director/President/CEO is \$69,941 and the midpoint is \$60,000. There were a wide range of salaries reported, which is due in part, to regional variations and years of experience. The tenure of an Executive Director in Community Action is 13.1742 years, with the median being 11.0 years.

Noted Compensation and Other information. One area of note in the compensation is the provision of professional liability insurance for executive directors. Of the 25 respondents, 20 have professional liability insurance and 5 do not in this critical area.

Gender and Ethnicity. 10 Community Action executive directors reporting are male and 15 are female. 19 are white and 6 are African American.

Salary and Tenure of Senior Management and Director positions

This question asked for salary and tenure in senior management and program director positions.

Deputy Director. 8 agencies reported this position, with one agency having two Deputy Directors. The average salary for this position is \$68,306 and the average tenure is 6.29 years.

Fiscal Officer. 22 agencies reported this position. The average salary is \$41,398 and average length of service is 9.61 years.

Outreach. The average salary for the 6 positions reported is \$30,233 with an average tenure of 11.68 years.

Head Start Director. 14 agencies responded to this question. The average salary is \$48,502 and the mean tenure is 7.18 years.

Energy Assistance Director. 18 agencies reported this position. The average salary is \$35,925 and the average tenure is 7.51 years.

Weatherization Director. 16 agencies reported this position. The average salary is \$40,047 and the average length of service is 6.74 years.

CSBG Director. The average salary for the 15 positions reported is \$38,317 with an average tenure of 10.78 years.

Employment Program Director. 6 agencies reported this position with an average salary of \$45,525. The average length of service is 6.67 years.

Foster Grandparent. 2 agencies reported this position with an average salary of \$30,825 with an average length of service of 8 years.

Homemaker. The average salary for the 2 positions reported is \$29,029 with the average length of service of 15 years.

Housing Development. 3 agencies reported this position with an average salary of \$35,109 and an average length of service of 11 years.

Senior Services. The average salary for the 5 positions reported is \$43,758 with an average tenure of 11.20 years.

Other positions reported. 13 other positions were reported as program directors: WIC, Behavioral Health Director, Environmental Health, Public Health/Nursing, Family Self-Sufficiency, Nutrition/Transportation, Domestic Violence, Literacy, Education, RSVP, Store Manager, Property and Assets Manager and Child Development.

Other Observations

In comparison to the 1997 survey, in which there were 27 respondents to the same survey, the following remarkable observations can be made:

Selected Title/Information Comparison	1997	2003
Executive Director's Average Salary	\$45,724	\$69,941
Executive Director's Average Tenure	11 years	13.17 years
Deputy Director's Average Salary	\$43,100	\$68,306
Fiscal Director's Average Salary	\$32,107	\$41,398
Head Start Director	\$35,940	\$48,502
Energy Director	\$27,093	\$35,925
CSBG Director	\$27,288	\$38,317
Number of Funded Programs	14	17.04
Total budget – median (not average)	\$2,400,000	\$7,000,000

Conclusion

**Wage and Compensation Study
Of
Illinois Community Action Association Membership
Winter/Spring, 2003**

A Study Conducted by

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2003

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