

BC Non-Profit Housing Association



Salary and Benefits Survey

February 2008

The BC Non-Profit Housing Association (BCNPHA) is a provincial member organization that provides leadership and support to its members in creating and supporting a high standard of affordable housing throughout British Columbia. BCNPHA's services include education and training sessions, cost-savings programs, publications and research. BCNPHA also advocates on behalf of members for the continued provision of safe, secure and affordable housing through public, private, and non-profit sector cooperation and partnering.

Incorporated in 1993, BCNPHA currently has over 500 members throughout the province comprising a range of experience, size, complexity, and sophistication from large, urban, municipal housing corporations to small, rural, community-based housing societies. (Member societies range in the size of the portfolios that they administer from 4 units in one building to over 4,000 units in a very large portfolio). The BCNPHA members are community based non-profit societies who are autonomous and independent.

Vision

1. All households in B.C. have access to safe, secure, and affordable housing
2. All non profit housing providers who are members of the Association consistently achieve excellence as defined by best practices
3. All non profit housing providers who are members of the Association provide safe, secure, and affordable housing to their tenants
4. The public, private, and non profit sectors work respectfully together towards developing and maintaining safe, secure, and affordable housing

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**BC Non-Profit
Housing Association**

Introduction

This survey, which is the first salary survey to be conducted for the sector since 2000, was developed for BC Non-Profit Housing Association (BCNPHA) by Human Resources Consultant, Marsha Goldford. (The analysis of the survey was under taken in-house by BCNPHA staff.) Its purpose is to provide non-profit housing providers with comparative data on salaries and benefits. The survey comprises a component of BCNPHA's recent human resources initiative, *Non-Profit Housing Employer's Guide*.

This survey represents the BC non-profit housing sector only. For information on other sectors for comparison, refer to Section Three and to Service Canada's salaries and benefits information at www.labourmarketinformation.ca. The survey was sent to 498 non-profit housing societies throughout the province. A total of 138 usable responses were returned by the deadline, representing a 28% return rate.

The results contained in the following tables have been organized to provide regional-specific information in addition to a provincial overview. We hope that you will find this information useful, and thank each of the 138 housing societies that took the time to respond to the survey.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'K Stone'.

Karen Stone
Executive Director
BC Non-Profit Housing Association

Definitions of the Positions Used in the Survey

Senior Manager: CEO, Executive Director, or Administrator. This is the senior full-time salaried staff position that is responsible for *all* aspects of management of the society, including: overall management of the society; planning and budgeting; reporting directly to the board of directors; and implementing board decisions.

Finance Manager: CFO, Accountant. This is the staff position that is responsible for establishing, improving, and coordinating the accounting and financial systems of the society. This position manages government filings; prepares schedules, supporting documents, and draft financial statements for the annual audit; and liaises with the external auditors.

Property Manager: This is the staff person who is responsible for the management of housing facilities, including the custodial and maintenance services provided by staff and contractors. In small societies, this may be the senior position, but with limited senior managerial responsibilities (some but not all of: overall management of the property; planning and budgeting; liaising with the board of directors; implementing board decisions).

Technical Support – Housing/Property Management Assistant: This is the staff position that provides administrative support to the property manager, such as: maintaining applicant waitlists; preparing tenancy agreements; processing rent and tenancy changes; handling complaints and inquiries from tenants.

Technical Support – Caretaker: This is the staff position that performs basic cleaning and maintenance of the public spaces in the building and performs general grounds-keeping duties. This position may live on the site or live off-site.

Administrative Support – Accounting Clerk: This is the staff position that provides administrative support to the Finance Manager, such as preparing purchase orders, invoices, cheque requisitions, receivables; assigns transactions to correct accounts and sub-accounts; performs data entry to update accounts and files.

Administrative Support – Administrative Assistant: This is the staff position that provides secretarial support to management staff positions, including preparing or processing correspondence, reports, and meeting materials; maintaining confidential filing and tracking systems.

Administrative Support – Office Clerk/Receptionist: This is position that staffs the front desk and provides clerical support to management staff positions, including receiving and screening visitors and telephone calls; word processing, photocopying, faxing; responding to inquiries from the general public.

OVERVIEW: ORGANIZATION INFORMATION

Response Percent: Number of respondents of the category as a percentage of total number of survey respondents

Response Count: Total number of survey respondents

Response Percent **Response Count**

Table 1. Distribution of Respondents by Society's Portfolio Location

	100.0%	138
Fraser Valley	9%	12
Kootenay	4%	6
Lower Mainland/Coast	22%	31
Northern	12%	16
Okanagan	18%	25
Vancouver	13%	18
Vancouver Island	22%	30

Table 2. Distribution of Respondents by Total Assets

	100%	87
\$ 500,000 or less	3%	3
\$ 500,001 to \$1,000,000	11%	10
\$ 1,000,001 to \$5,000,000	37%	32
\$ 5,000,001 to \$10,000,000	8%	7
\$10,000,001 to \$15,000,000	8%	7
\$15,000,001 to \$20,000,000	11%	10
\$20,000,001 to \$30,000,000	9%	8
\$30,000,001 to \$100,000,000	9%	8
\$100,000,000 or more	2%	2

Table 3. Distribution of Respondents by Number of Units under Management

	100%	133
0 - 10 units	13%	17
11 - 50 units	32%	42
51 - 100 units	17%	22
101 - 500 units	32%	42
501 - 1000 units	6%	8
more than 1000 units	2%	2

Table 4. Distribution of Respondents by Number of Buildings under Management

	100%	133
0 - 1 buildings	39%	52
2 - 5 buildings	32%	43
6 - 10 buildings	14%	18
11 - 15 buildings	4%	5
16 - 20 buildings	4%	5
21 - 50 buildings	6%	8
more than 50 buildings	2%	2

Table 5. Distribution of Respondents by Number of Employees

	100%	132
0 - 2 employees	28%	37
3 - 5 employees	23%	31
6 - 20 employees	24%	32
21 - 50 employees	11%	15
51 - 100 employees	4%	5
101 - 500 employees	9%	12

Table 6. Distribution of Respondents by Number of Locations (e.g. communities),

	100%	135
0 - 1 locations	67%	90
2 - 5 locations	23%	31
6 - 10 locations	7%	9
11 - 20 locations	1%	1
21 - 30 locations	2%	3
more than 30 locations	1%	1

SECTION ONE: POSITION INFORMATION

Table 1. Percentage of Organizations with Comparable Positions, for All Regions

Senior Manager	63.3%
Finance Manager	44.0%
Property Manager	37.3%
Technical Support - Maintenance Worker	34.9%
Technical Support - Housing/Property Management Assistant	24.1%
Technical Support - Caretaker	32.5%
Administrative Support - Accounting Clerk	30.7%
Administrative Support - Administrative Assistant	19.9%
Administrative Support - Office Clerk/Receptionist	18.7%

Table 2. Percentage of Positions with Similar Functions, for All Regions

Senior Manager	Identify, assess, and inform the Board of Directors of internal and external issues that affect the organization	95.2%
	Approve expenditures within the authority delegated by the Board	94.3%
	Ensure that the operation of the organization meets the expectations of its clients, Board and Funders	90.5%
Finance Manager	Establishes, improves, and coordinates accounting, and financial systems of the Society.	90.4%
	Manages annual audit and government filings; prepares schedules, supporting documents and draft financial statements for annual audit; liaises with external auditors	89.0%
	Maintains accurate financial record in accordance with Canadian GAAP	89.0%
Property Manager	Oversees the management of housing facilities including the custodial and maintenance services provided by maintenance staff and a range of outside contractors.	96.8%
	Oversees activities of contractors and suppliers; Monitors contracts for compliance and controls costs; monitors general expenditures of unit; performs quality control inspections to ensure adherence to contract specifications and Society standards.	95.2%
	Solicits bids for maintenance contractors and construction projects, and participates in the selection of contractors.	90.3%
Technical Support – Maintenance Worker	Complies with Society safety policies and procedures.	96.6%
	Performs and/or oversees maintenance work	91.4%
	Assures that preventative maintenance is performed as scheduled.	91.4%

Table 2 Continued

Technical Support – Housing/Property Management Assistant	Maintains applicant waitlists and coordinates showing of units to prospective tenants; prepares tenancy agreements; processes rent and tenancy changes or terminations and initiates follow up action.	95.0%
	Responds to complaints and inquiries from tenants and refers for resolution as required.	92.5%
	May collect rents; resolve rental non-payment issues, initiate procedures to recover delinquent rents.	92.5%
Technical Support – Caretaker	Performs basic cleaning of buildings which includes vacuuming all carpets; mopping, buffing and waxing floors and stairways; dusting common area furniture and counters; washing windows, walls and doors.	92.6%
	Cleans and maintains exterior areas of housing complexes; performs general grounds-keeping duties	88.9%
	Responds to tenant requests, inquiries and complaints and forwards those requiring further attention/action.	88.9%
Administrative Support – Accounting Clerk	Uses standard office equipment such as personal computer, typewriter, calculator, microfiche reader, photocopier and fax machine.	96.1%
	Receives and sends, sorts, verifies, processes and prepares various accounting documents such as purchase orders, invoices, cheque requisitions, receivables, etc. Assigns transactions to correct accounts and sub-accounts. Ensures that documents are accurate and have been approved by the relevant authority. Performs calculations and makes corrections where necessary.	92.2%
	Using computerized information systems, performs data entry necessary to update accounts and files. Opens accounts according to specific instructions. Reviews validation reports produced by the system. Verifies and corrects data transmitted. Scans documents and verifies scanning quality.	92.2%
Administrative Support – Administrative Assistant	Ensures timely and accurate processing of Society correspondence, reports and meeting materials	90.9%
	Prepares and types correspondence, letters, and reports, ensuring timely response to inquiries and issues	87.9%
	Maintains confidential filing and tracking systems	87.9%

Table 2 Continued

Administrative Support – Office Clerk/Receptionist	Receives and screens visitors and telephone calls;	93.5%
	Uses standard office equipment such as personal computer, typewriter, calculator, photocopier and fax machine.	93.5%
	Responds to questions and concerns from the general public; provides information as is appropriate;	87.1%

Table 3. Percentage of Full-time vs. Part-time Positions, for All Regions

	Full time	Part time
Senior Manager	73.8%	26.2%
Finance Manager	52.9%	47.1%
Property Manager	69.0%	31.0%
Technical Support - Maintenance Worker	63.8%	36.2%
Technical Support - Housing/Property Management Assistant	61.1%	38.9%
Technical Support - Caretaker	58.0%	42.0%
Administrative Support - Accounting Clerk	45.8%	54.2%
Administrative Support - Administrative Assistant	56.7%	43.3%
Administrative Support - Office Clerk/Receptionist	55.6%	44.4%

Table 4. Average Weekly Hours of Work, for All Regions

	Full Time	Respondents	Part Time	Respondents
Senior Manager	38.4	73	21.4	25
Finance Manager	37.6	35	17.4	28
Property Manager	37.3	36	19.8	14
Technical Support - Maintenance Worker	38.7	32	16.9	18
Technical Support - Housing/Property Management Assistant	37.4	19	27.5	8
Technical Support - Caretaker	37.9	27	16.1	18
Administrative Support - Accounting Clerk	38.3	20	17.9	20
Administrative Support - Administrative Assistant	37.2	16	24.0	10
Administrative Support - Office Clerk/Receptionist	36.3	4	26.6	3

SECTION TWO: SALARY AND BENEFITS

Note: The Minimum and Maximum Salary Ranges tables do not take into account the differences in hours of work. Therefore, the salary ranges identified may relate to part-time positions.

Table 1. The Minimum Salary Ranges for Each Category of Position, All Regions

Minimum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	10.2%	-	3.4%	22.0%	15.3%	30.5%	8.5%	1.7%	8.5%
Finance Manager	21.2%	6.1%	3.0%	24.2%	21.2%	12.1%	6.1%	6.1%	-
Property Manager	11.8%	5.9%	11.8%	29.4%	26.5%	8.8%	2.9%	-	2.9%
Maintenance Worker	26.5%	11.8%	20.6%	35.3%	5.9%	-	-	-	-
Housing Assistant	15.4%	-	23.1%	53.8%	7.7%	-	-	-	-
Caretaker	39.1%	21.7%	26.1%	13.0%	-	-	-	-	-
Accounting Clerk	31.8%	22.7%	22.7%	22.7%	-	-	-	-	-
Administrative Assistant	21.1%	21.1%	21.1%	31.6%	5.3%	-	-	-	-
Office Clerk/ Receptionist	37.5%	25.0%	18.8%	18.8%	-	-	-	-	-

Table 2. The Maximum Salary Ranges for Each Category of Position, All Regions

Maximum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	6.8%	3.4%	-	8.5%	11.9%	25.4%	20.3%	5.1%	18.7%
Finance Manager	16.7%	3.3%	3.3%	6.7%	20.0%	23.3%	13.3%	6.7%	6.7%
Property Manager	9.1%	6.1%	-	15.2%	33.3%	18.2%	15.2%	-	3.0%
Maintenance Worker	25.0%	3.1%	-	46.9%	21.9%	3.1%	-	-	-
Housing Assistant	9.1%	-	-	45.5%	45.5%	-	-	-	-
Caretaker	20.8%	20.8%	8.3%	41.7%	4.2%	4.2%	-	-	-
Accounting Clerk	14.3%	14.3%	19.0%	38.1%	14.3%	-	-	-	-
Administrative Assistant	5.3%	10.5%	15.8%	63.2%	5.3%	-	-	-	-
Office Clerk/ Receptionist	26.7%	6.7%	33.3%	26.7%	6.7%	-	-	-	-

Table 3. The Average Annual Salary and Hourly Wage, All Regions

Note: The Average Annual Salary and Hourly Wage tables account for differences in hours of work.

	Average Actual Annual Salary	Average Actual Hourly Wage
Senior Manager	\$56,386.53	\$30.86
Finance Manager	\$50,039.14	\$27.39
Property Manager	\$47,606.46	\$26.06
Maintenance Worker	\$34,046.76	\$18.64
Housing Assistant	\$36,328.25	\$19.88
Caretaker	\$30,171.88	\$16.51
Accounting Clerk	\$34,581.11	\$18.93
Administrative Assistant	\$34,118.80	\$18.67
Office Clerk/Receptionist	\$33,046.43	\$18.09

Table 4. The Minimum Salary Ranges for Each Category of Position, Fraser Valley Region

Note: The Minimum and Maximum Salary Ranges tables do not take into account the differences in hours of work. Therefore, the salary ranges identified may relate to part-time positions.

Minimum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	-	-	-	33.3%	33.3%	-	-	-	33.3%
Finance Manager	-	-	-	33.3%	33.3%	33.3%	-	-	-
Property Manager	-	-	33.3%	-	-	-	33.3%	-	33.3%
Maintenance Worker	-	-	25.0%	25.0%	50.0%	-	-	-	-
Housing Assistant	-	-	-	50.0%	50.0%	-	-	-	-
Caretaker	-	-	100.0%	-	-	-	-	-	-
Accounting Clerk	-	-	50.0%	50.0%	-	-	-	-	-
Administrative Assistant	-	-	-	100.0%	-	-	-	-	-
Office Clerk/ Receptionist	33.3%	-	33.3%	33.3%	-	-	-	-	-

Table 5. The Maximum Salary Ranges for Each Category of Position, Fraser Valley Region

Maximum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	25.0%	-	-	-	25.0%	25.0%	-	-	25.0%
Finance Manager	-	-	-	33.3%	-	33.3%	33.3%	-	-
Property Manager	-	-	-	-	33.3%	-	33.3%	-	33.3%
Maintenance Worker	20.0%	-	-	20.0%	40.0%	20.0%	-	-	-
Housing Assistant	-	-	-	-	100.0%	-	-	-	-
Caretaker	-	-	-	100.0%	-	-	-	-	-
Accounting Clerk	-	-	-	100.0%	-	-	-	-	-
Administrative Assistant	-	-	-	100.0%	-	-	-	-	-
Office Clerk/ Receptionist	-	-	33.3%	66.7%	-	-	-	-	-

Table 6. The Average Annual Salary and Hourly Wage, Fraser Valley Region

Note: The Average Annual Salary and Hourly Wage tables account for differences in hours of work.

	Average Actual Annual Salary		Average Actual Hourly Wage	
	BC All Regions	Fraser Valley	BC All Regions	Fraser Valley
Senior Manager	\$56,386.53	\$54,701.08	\$30.86	\$29.94
Finance Manager	\$50,039.14	\$33,922.08	\$27.39	\$18.57
Property Manager	\$47,606.46	\$57,344.29	\$26.06	\$31.39
Maintenance Worker	\$34,046.76	\$33,389.92	\$18.64	\$18.28
Housing Assistant	\$36,328.25	\$42,126.40	\$19.88	\$23.06
Caretaker	\$30,171.88	\$38,413.85	\$16.51	\$21.03
Accounting Clerk	\$34,581.11	\$28,935.12	\$18.93	\$15.84
Administrative Assistant	\$34,118.80	\$28,546.88	\$18.67	\$15.63
Office Clerk/ Receptionist	\$33,046.43	\$33,002.38	\$18.09	\$18.06

Table 7. The Minimum Salary Ranges for Each Category of Position, Kootenay Region

Note: The Minimum and Maximum Salary Ranges tables do not take into account the differences in hours of work. Therefore, the salary ranges identified may relate to part-time positions.

Minimum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	-	-	-	100.0%	-	-	-	-	-
Finance Manager	-	-	-	-	-	-	-	-	-
Property Manager	-	-	-	100.0%	-	-	-	-	-
Maintenance Worker	100.0%	-	-	-	-	-	-	-	-
Housing Assistant	-	-	-	-	-	-	-	-	-
Caretaker	-	-	-	-	-	-	-	-	-
Accounting Clerk	-	-	-	-	-	-	-	-	-
Administrative Assistant	-	-	-	-	-	-	-	-	-
Office Clerk/ Receptionist	-	-	-	-	-	-	-	-	-

Table 8. The Maximum Salary Ranges, for Each Category of Position, Kootenay Region

Maximum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	-	-	-	-	100.0%	-	-	-	-
Finance Manager	-	-	-	-	-	-	-	-	-
Property Manager	-	-	-	-	100.0%	-	-	-	-
Maintenance Worker	100.0%	-	-	-	-	-	-	-	-
Housing Assistant	-	-	-	-	-	-	-	-	-
Caretaker	-	-	-	-	-	-	-	-	-
Accounting Clerk	-	-	-	-	-	-	-	-	-
Administrative Assistant	-	-	-	-	-	-	-	-	-
Office Clerk/ Receptionist	-	-	-	-	-	-	-	-	-

Table 9. The Average Annual Salary and Hourly Wage, Kootenay Region

Note: The Average Annual Salary and Hourly Wage tables account for differences in hours of work.

	Average Actual Annual Salary		Average Actual Hourly Wage	
	BC All Regions	Kootenay	BC All Regions	Kootenay
Senior Manager	\$56,386.53	\$31,550.88	\$30.86	\$17.27
Finance Manager	\$50,039.14	-	\$27.39	-
Property Manager	\$47,606.46	\$48,120.37	\$26.06	\$26.34
Maintenance Worker	\$34,046.76	\$16,864.62	\$18.64	\$9.23
Housing Assistant	\$36,328.25	-	\$19.88	-
Caretaker	\$30,171.88	\$18,832.15	\$16.51	\$10.31
Accounting Clerk	\$34,581.11	-	\$18.93	-
Administrative Assistant	\$34,118.80	-	\$18.67	-
Office Clerk/ Receptionist	\$33,046.43	-	\$18.09	-

Table 10. The Minimum Salary Ranges, for Each Category of Position, Lower Mainland/Coast Region

Note: The Minimum and Maximum Salary Ranges tables do not take into account the differences in hours of work. Therefore, the salary ranges identified may relate to part-time positions.

Minimum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	-	-	-	13.3%	20.0%	33.3%	13.3%	6.7%	13.3%
Finance Manager	16.7%	16.7%	-	-	16.7%	16.7%	16.7%	16.7%	-
Property Manager	-	-	16.7%	16.7%	50.0%	16.7%	-	-	-
Maintenance Worker	-	25.0%	-	75.0%	-	-	-	-	-
Housing Assistant	-	-	-	-	-	-	-	-	-
Caretaker	25.0%	25.0%	-	50.0%	-	-	-	-	-
Accounting Clerk	16.7%	50.0%	16.7%	16.7%	-	-	-	-	-
Administrative Assistant	-	66.7%	33.3%	-	-	-	-	-	-
Office Clerk/ Receptionist	-	100.0%	-	-	-	-	-	-	-

Table 11. The Maximum Salary Ranges, for Each Category of Position, Lower Mainland/Coast Region

Maximum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	-	-	-	-	7.1%	28.6%	14.3%	7.1%	42.9%
Finance Manager	16.7%	-	16.7%	-	-	16.7%	16.7%	16.7%	16.7%
Property Manager	-	14.3%	-	-	28.6%	42.9%	14.3%	-	-
Maintenance Worker	-	-	-	40.0%	60.0%	-	-	-	-
Housing Assistant	-	-	-	-	-	-	-	-	-
Caretaker	20.0%	-	-	40.0%	20.0%	20.0%	-	-	-
Accounting Clerk	-	-	60.0%	20.0%	20.0%	-	-	-	-
Administrative Assistant	-	-	66.7%	33.3%	-	-	-	-	-
Office Clerk/ Receptionist	-	-	100.0%	-	-	-	-	-	-

Table 12. The Average Annual Salary and Hourly Wage, Lower Mainland/Coast Region

Note: The Average Annual Salary and Hourly Wage tables account for differences in hours of work.

	Average Actual Annual Salary		Average Actual Hourly Wage	
	BC All Regions	Lower Mainland/Coast	BC All Regions	Lower Mainland/Coast
Senior Manager	\$56,386.53	\$64,274.78	\$30.86	\$35.18
Finance Manager	\$50,039.14	\$55,025.22	\$27.39	\$30.12
Property Manager	\$47,606.46	\$43,980.34	\$26.06	\$24.07
Maintenance Worker	\$34,046.76	\$44,576.04	\$18.64	\$24.40
Housing Assistant	\$36,328.25	\$33,046.06	\$19.88	\$18.09
Caretaker	\$30,171.88	\$31,639.83	\$16.51	\$17.32
Accounting Clerk	\$34,581.11	\$33,789.03	\$18.93	\$18.49
Administrative Assistant	\$34,118.80	\$21,666.35	\$18.67	\$11.86
Office Clerk/ Receptionist	\$33,046.43	\$25,862.98	\$18.09	\$14.16

Table 13. The Minimum Salary Ranges, for Each Category of Position, Northern Region

Note: The Minimum and Maximum Salary Ranges tables do not take into account the differences in hours of work. Therefore, the salary ranges identified may relate to part-time positions.

Minimum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	40.0%	-	20.0%	-	20.0%	20.0%	-	-	-
Finance Manager	66.7%	-	-	-	33.3%	-	-	-	-
Property Manager	50.0%	25.0%	-	25.0%	-	-	-	-	-
Maintenance Worker	42.9%	-	28.6%	28.6%	-	-	-	-	-
Housing Assistant	50.0%	-	-	50.0%	-	-	-	-	-
Caretaker	60.0%	20.0%	20.0%	-	-	-	-	-	-
Accounting Clerk	-	-	-	-	-	-	-	-	-
Administrative Assistant	-	-	-	100.0%	-	-	-	-	-
Office Clerk/ Receptionist	-	-	100.0%	-	-	-	-	-	-

Table 14. The Maximum Salary Ranges, for Each Category of Position, Northern Region

Maximum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	25.0%	-	-	25.0%	-	25.0%	25.0%	-	-
Finance Manager	50.0%	-	-	-	-	50.0%	-	-	-
Property Manager	33.3%	33.3%	-	33.3%	-	-	-	-	-
Maintenance Worker	50.0%	-	-	50.0%	-	-	-	-	-
Housing Assistant	-	-	-	100.0%	-	-	-	-	-
Caretaker	60.0%	20.0%	-	20.0%	-	-	-	-	-
Accounting Clerk	-	-	-	-	-	-	-	-	-
Administrative Assistant	-	-	-	100.0%	-	-	-	-	-
Office Clerk/ Receptionist	-	-	-	100.0%	-	-	-	-	-

Table 15. The Average Annual Salary and Hourly Wage, Northern Region

Note: The Average Annual Salary and Hourly Wage tables account for differences in hours of work.

	Average Actual Annual Salary		Average Actual Hourly Wage	
	BC All Regions	Northern	BC All Regions	Northern
Senior Manager	\$56,386.53	\$49,828.19	\$30.86	\$27.27
Finance Manager	\$50,039.14	\$37,878.88	\$27.39	\$20.73
Property Manager	\$47,606.46	\$35,537.72	\$26.06	\$19.45
Maintenance Worker	\$34,046.76	\$27,202.24	\$18.64	\$14.89
Housing Assistant	\$36,328.25	\$35,316.38	\$19.88	\$19.33
Caretaker	\$30,171.88	\$28,683.90	\$16.51	\$15.93
Accounting Clerk	\$34,581.11	-	\$18.93	-
Administrative Assistant	\$34,118.80	\$34,632.69	\$18.67	\$18.96
Office Clerk/ Receptionist	\$33,046.43	\$31,320.00	\$18.09	\$17.14

Table 16. The Minimum Salary Ranges, for Each Category of Position, Okanagan Region

Note: The Minimum and Maximum Salary Ranges tables do not take into account the differences in hours of work. Therefore, the salary ranges identified may relate to part-time positions.

Minimum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	14.3%	-	-	35.7%	7.1%	35.7%	7.1%	-	-
Finance Manager	16.7%	16.7%	-	33.3%	16.7%	-	16.7%	-	-
Property Manager	20.0%	-	-	20.0%	60.0%	-	-	-	-
Maintenance Worker	28.6%	14.3%	57.1%	-	-	-	-	-	-
Housing Assistant	50.0%	-	-	50.0%	-	-	-	-	-
Caretaker	66.7%	16.7%	16.7%	-	-	-	-	-	-
Accounting Clerk	100.0%	-	-	-	-	-	-	-	-
Administrative Assistant	33.3%	-	33.3%	33.3%	-	-	-	-	-
Office Clerk/ Receptionist	100.0%	-	-	-	-	-	-	-	-

Table 17. The Maximum Salary Ranges, for Each Category of Position, Okanagan Region

Maximum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	16.7%	-	-	8.3%	16.7%	33.3%	16.7%	8.3%	-
Finance Manager	20.0%	-	-	-	40.0%	20.0%	-	20.0%	-
Property Manager	25.0%	-	-	-	25.0%	50.0%	-	-	-
Maintenance Worker	20.0%	-	-	80.0%	-	-	-	-	-
Housing Assistant	50.0%	-	-	50.0%	-	-	-	-	-
Caretaker	16.7%	33.3%	16.7%	33.3%	-	-	-	-	-
Accounting Clerk	50.0%	50.0%	-	-	-	-	-	-	-
Administrative Assistant	33.3%	-	-	66.7%	-	-	-	-	-
Office Clerk/ Receptionist	66.7%	33.3%	-	-	-	-	-	-	-

Table 18. The Average Annual Salary and Hourly Wage, Okanagan Region

Note: The Average Annual Salary and Hourly Wage tables account for differences in hours of work.

	Average Actual Annual Salary		Average Actual Hourly Wage	
	BC All Regions	Okanagan	BC All Regions	Okanagan
Senior Manager	\$56,386.53	\$48,577.03	\$30.86	\$26.59
Finance Manager	\$50,039.14	\$52,860.21	\$27.39	\$28.93
Property Manager	\$47,606.46	\$42,095.66	\$26.06	\$23.04
Maintenance Worker	\$34,046.76	\$33,024.78	\$18.64	\$18.08
Housing Assistant	\$36,328.25	\$34,380.98	\$19.88	\$18.82
Caretaker	\$30,171.88	\$29,275.41	\$16.51	\$16.02
Accounting Clerk	\$34,581.11	\$30,115.38	\$18.93	\$16.48
Administrative Assistant	\$34,118.80	\$31,721.54	\$18.67	\$17.36
Office Clerk/ Receptionist	\$33,046.43	-	\$18.09	-

Table 19. The Minimum Salary Ranges, for Each Category of Position, Vancouver

Note: The Minimum and Maximum Salary Ranges tables do not take into account the differences in hours of work. Therefore, the salary ranges identified may relate to part-time positions.

Minimum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	-	-	-	-	28.6%	42.9%	14.3%	-	14.3%
Finance Manager	-	-	-	33.3%	33.3%	-	-	33.3%	-
Property Manager	-	25.0%	25.0%	-	-	50.0%	-	-	-
Maintenance Worker	-	-	-	100.0%	-	-	-	-	-
Housing Assistant	-	-	50.0%	50.0%	-	-	-	-	-
Caretaker	-	-	100.0%	-	-	-	-	-	-
Accounting Clerk	-	33.3%	66.7%	-	-	-	-	-	-
Administrative Assistant	25.0%	-	25.0%	50.0%	-	-	-	-	-
Office Clerk/ Receptionist	-	100.0%	-	-	-	-	-	-	-

Table 20. The Maximum Salary Ranges, for Each Category of Position, Vancouver

Maximum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	-	-	-	-	12.5%	-	50.0%	12.5%	25.0%
Finance Manager	-	-	-	-	-	66.7%	-	-	33.3%
Property Manager	-	-	-	50.0%	-	-	50.0%	-	-
Maintenance Worker	-	-	-	50.0%	50.0%	-	-	-	-
Housing Assistant	-	-	-	50.0%	50.0%	-	-	-	-
Caretaker	-	-	-	100.0%	-	-	-	-	-
Accounting Clerk	-	-	33.3%	66.7%	-	-	-	-	-
Administrative Assistant	-	-	25.0%	75.0%	-	-	-	-	-
Office Clerk/ Receptionist	-	-	100.0%	-	-	-	-	-	-

Table 21. The Average Annual Salary and Hourly Wage, Vancouver

Note: The Average Annual Salary and Hourly Wage tables account for differences in hours of work.

	Average Actual Annual Salary		Average Actual Hourly Wage	
	BC All Regions	Vancouver	BC All Regions	Vancouver
Senior Manager	\$56,386.53	\$69,964.68	\$30.86	\$38.29
Finance Manager	\$50,039.14	\$60,202.27	\$27.39	\$32.95
Property Manager	\$47,606.46	\$53,695.73	\$26.06	\$29.39
Maintenance Worker	\$34,046.76	\$33,535.17	\$18.64	\$18.36
Housing Assistant	\$36,328.25	\$34,158.65	\$19.88	\$18.70
Caretaker	\$30,171.88	\$36,468.59	\$16.51	\$19.96
Accounting Clerk	\$34,581.11	\$34,764.53	\$18.93	\$19.03
Administrative Assistant	\$34,118.80	\$33,471.53	\$18.67	\$18.32
Office Clerk/Receptionist	\$33,046.43	\$32,190.33	\$18.09	\$17.62

Table 22. The Minimum Salary Ranges, for Each Category of Position, Vancouver Island Region

Note: The Minimum and Maximum Salary Ranges tables do not take into account the differences in hours of work. Therefore, the salary ranges identified may relate to part-time positions.

Minimum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	14.3%	-	7.1%	28.6%	7.1%	28.6%	7.1%	-	7.1%
Finance Manager	33.3%	-	11.1%	33.3%	11.1%	11.1%	-	-	-
Property Manager	12.5%	-	-	62.5%	25.0%	-	-	-	-
Maintenance Worker	16.7%	16.7%	-	66.7%	-	-	-	-	-
Housing Assistant	-	-	33.3%	66.7%	-	-	-	-	-
Caretaker	50.0%	25.0%	-	25.0%	-	-	-	-	-
Accounting Clerk	60.0%	20.0%	-	20.0%	-	-	-	-	-
Administrative Assistant	33.3%	16.7%	16.7%	16.7%	16.7%	-	-	-	-
Office Clerk/ Receptionist	40.0%	20.0%	20.0%	20.0%	-	-	-	-	-

Table 23. The Maximum Salary Ranges, for Each Category of Position, Vancouver Island Region

Maximum Salary	< \$20,000	\$20,000 to \$25,000	\$25,000 to \$30,000	\$30,000 to \$40,000	\$40,000 to \$50,000	\$50,000 to \$60,000	\$60,000 to \$70,000	\$70,000 to \$80,000	> \$80,000
Senior Manager	-	12.5%	-	18.8%	6.3%	31.3%	18.8%	-	12.5%
Finance Manager	22.2%	11.1%	-	11.1%	33.3%	11.1%	11.1%	-	-
Property Manager	12.5%	-	-	25.0%	37.5%	12.5%	12.5%	-	-
Maintenance Worker	20.0%	-	-	60.0%	20.0%	-	-	-	-
Housing Assistant	-	-	-	50.0%	50.0%	-	-	-	-
Caretaker	25.0%	50.0%	-	25.0%	-	-	-	-	-
Accounting Clerk	40.0%	20.0%	-	20.0%	20.0%	-	-	-	-
Administrative Assistant	-	33.3%	-	50.0%	16.7%	-	-	-	-
Office Clerk/ Receptionist	50.0%	-	25.0%	25.0%	-	-	-	-	-

Table 24. The Average Annual Salary and Hourly Wage, Vancouver Island Region

Note: The Average Annual Salary and Hourly Wage tables account for differences in hours of work.

	Average Actual Annual Salary		Average Actual Hourly Wage	
	BC All Regions	Vancouver Island	BC All Regions	Vancouver Island
Senior Manager	\$56,386.53	\$51,809.20	\$30.86	\$28.36
Finance Manager	\$50,039.14	\$47,939.41	\$27.39	\$26.24
Property Manager	\$47,606.46	\$50,186.10	\$26.06	\$27.47
Maintenance Worker	\$34,046.76	\$35,828.21	\$18.64	\$19.61
Housing Assistant	\$36,328.25	\$36,794.64	\$19.88	\$20.14
Caretaker	\$30,171.88	\$25,470.49	\$16.51	\$13.94
Accounting Clerk	\$34,581.11	\$36,210.54	\$18.93	\$19.82
Administrative Assistant	\$34,118.80	\$41,217.12	\$18.67	\$22.56
Office Clerk/ Receptionist	\$33,046.43	-	\$18.09	-

Table 25. Benefits Offered by Position Category

Percentage indicates the ratio of number of respondents offered benefits to number of total respondents.

	Extended Health	Dental	Pension or RRSP	Group Life Insurance	Vehicle Allowance	Subsidized Housing	Bonus or Cash Incentive	Subsidized Parking or Transit Pass
Senior Manager	84.6%	78.8%	61.5%	78.8%	32.7%	5.8%	0.0%	17.3%
Finance Manager	96.4%	89.3%	78.6%	92.9%	17.9%	0.0%	3.6%	17.9%
Property Manager	89.7%	93.1%	79.3%	93.1%	31.0%	3.4%	6.9%	27.6%
Maintenance Worker	90.5%	81.0%	52.4%	85.7%	33.3%	23.8%	4.8%	14.3%
Housing/Property Management Assistant	90.9%	81.8%	72.7%	81.8%	18.2%	0.0%	9.1%	9.1%
Caretaker	65.0%	55.0%	50.0%	50.0%	25.0%	40.0%	0.0%	15.0%
Accounting Clerk	87.5%	87.5%	87.5%	87.5%	12.5%	0.0%	6.3%	25.0%
Administrative Assistant	93.3%	86.7%	80.0%	80.0%	6.7%	0.0%	0.0%	6.7%
Office Clerk/ Receptionist	92.3%	84.6%	69.2%	76.9%	7.7%	0.0%	7.7%	7.7%

Table 26. Percentage of Salary that is Contributed to RRSP

RRSP %	Response %	Response Count
	100%	28
0 – 5%	75.0%	21
6 – 10%	21.4%	6
> 10%	3.6%	1

Table 27. Percentage of Voluntary and Mandatory RRSP Contributions

	Response Percent	Response Count
	100%	30
Voluntary	66.70%	20
Mandatory	33.30%	10

Table 28. Percentage of Employer-only Provision of RRSP Contributions

	Response Percent	Response Count
	100%	50
Yes	12.0%	6
No	86.0%	43
Don't know	2.0%	1

Table 29. The Value of Total Benefits Package as a Percentage of Annual Salary by Position Category

	Benefits %						
	0 - 5%	6 - 10%	11 - 15%	16 - 20%	21 - 25%	26 - 30%	more than 30%
Senior Manager	20.8%	8.3%	25.0%	18.8%	16.7%	4.2%	6.3%
Finance Manager	8.3%	4.2%	25.0%	20.8%	25.0%	8.3%	8.3%
Property Manager	7.7%	7.7%	23.1%	19.2%	23.1%	7.7%	11.5%
Maintenance Worker	9.1%	13.6%	36.4%	13.6%	18.2%	4.5%	4.5%
Housing/Property Management Assistant	10.0%	10.0%	40.0%	20.0%	10.0%	10.0%	0.0%
Caretaker	23.5%	11.8%	29.4%	11.8%	11.8%	5.9%	5.9%
Accounting Clerk	12.5%	0.0%	31.3%	6.3%	37.5%	6.3%	6.3%
Administrative Assistant	7.7%	7.7%	30.8%	23.1%	15.4%	15.4%	0.0%
Office Clerk/ Receptionist	8.3%	0.0%	25.0%	25.0%	16.7%	16.7%	8.3%

Table 30. Annual Paid Leave (in days) by Position Category

	0 - 10 days	11 - 20 days	21 - 30 days	more than 30 days
Senior Manager	5.2%	50.0%	34.5%	10.3%
Finance Manager	3.7%	66.7%	11.1%	18.5%
Property Manager	3.4%	62.1%	27.6%	6.9%
Maintenance Worker	3.7%	85.2%	7.4%	3.7%
Housing/Property Management Assistant	15.4%	53.8%	23.1%	7.7%
Caretaker	15.0%	70.0%	5.0%	10.0%
Accounting Clerk	16.7%	55.6%	5.6%	22.2%
Administrative Assistant	11.1%	72.2%	5.6%	11.1%
Office Clerk/ Receptionist	13.3%	73.3%	0.0%	13.3%

Table 31. Years Before an Employee Earns an Additional Vacation Day

	Response Percent	Response Count
	100%	51
1 year	17.6%	9
2 years	5.9%	3
3 years	15.7%	8
4 years	2.0%	1
5 years	47.1%	24
more than 5 years	11.8%	6

Table 32. Maximum Allowable Annual Paid Leave

	Response Percent	Response Count
	100%	49
0 -10 days	6.1%	3
11 - 20 days	10.2%	5
21 - 30 days	38.8%	19
31 - 40 days	26.5%	13
more than 40 days	18.4%	9

SECTION THREE: BY POSITION HOURLY WAGE ANALYSIS

Table 1. BC-Wide, by Position: Minimum, Median, Mean, and Maximum Hourly Wages

All BC					
Position	#	Minimum	Median	Mean	Maximum
Senior Manager	60	\$11.54	\$30.13	\$30.86	\$59.71
Finance Manager	30	\$9.90	\$26.20	\$27.39	\$47.20
Property Manager	26	\$12.83	\$24.81	\$26.06	\$39.56
Maintenance Worker	29	\$8.97	\$17.97	\$18.64	\$38.46
Housing Assistant	11	\$16.76	\$19.33	\$19.88	\$23.13
Caretaker	25	\$9.30	\$16.15	\$16.51	\$26.71
Accounting Clerk	19	\$14.10	\$19.50	\$18.93	\$25.00
Administrative Assistant	15	\$9.62	\$17.36	\$18.67	\$34.86
Office Clerk/ Receptionist	6	\$14.42	\$17.38	\$18.09	\$23.08

Table 2. Fraser Valley, by Position: Minimum, Median, Mean, and Maximum Hourly Wages

Fraser Valley					
Position	#	Minimum	Median	Mean	Maximum
Senior Manager	4	\$25.61	\$26.98	\$29.94	\$40.19
Finance Manager	3	\$9.90	\$18.59	\$18.57	\$27.21
Property Manager	3	\$24.23	\$32.43	\$31.39	\$37.50
Maintenance Worker	3	\$15.33	\$16.48	\$18.28	\$23.01
Housing Assistant	2	\$22.98	\$23.06	\$23.06	\$23.13
Caretaker	2	\$15.38	\$21.03	\$21.03	\$26.67
Accounting Clerk	3	\$16.00	\$20.99	\$19.55	\$21.65
Administrative Assistant	1	\$15.63	\$15.63	\$15.63	\$15.63
Office Clerk/ Receptionist	2	\$14.42	\$18.06	\$18.06	\$21.70

Table 3. Kootenays, by Position: Minimum, Median, Mean, and Maximum Hourly Wages

Kootenays					
Position	#	Minimum	Median	Mean	Maximum
Senior Manager	2	\$11.54	\$17.27	\$17.27	\$23.00
Finance Manager	0	-	-	-	-
Property Manager	1	\$26.34	\$26.34	\$26.34	\$26.34
Maintenance Worker	1	\$9.23	\$9.23	\$9.23	\$9.23
Housing Assistant	0	-	-	-	-
Caretaker	2	\$10.00	\$10.31	\$10.31	\$10.62
Accounting Clerk	0	-	-	-	-
Administrative Assistant	0	-	-	-	-
Office Clerk/ Receptionist	0	-	-	-	-

Table 4. Lower Mainland / Coast, by Position: Minimum, Median, Mean, and Maximum Hourly Wages

Lower Mainland / Coast					
Position	#	Minimum	Median	Mean	Maximum
Senior Manager	14	\$26.44	\$33.35	\$35.18	\$48.96
Finance Manager	9	\$24.52	\$27.13	\$30.12	\$43.59
Property Manager	7	\$12.83	\$24.73	\$24.07	\$30.77
Maintenance Worker	5	\$17.95	\$20.63	\$24.40	\$38.46
Housing Assistant	3	\$17.79	\$17.95	\$18.09	\$18.53
Caretaker	5	\$13.26	\$17.24	\$17.32	\$21.15
Accounting Clerk	8	\$14.10	\$18.88	\$18.49	\$22.12
Administrative Assistant	2	\$9.62	\$11.86	\$11.86	\$14.10
Office Clerk/ Receptionist	1	\$14.16	\$14.16	\$14.16	\$14.16

Table 5. Northern, by Position: Minimum, Median, Mean, and Maximum Hourly Wages

Northern					
Position	#	Minimum	Median	Mean	Maximum
Senior Manager	5	\$20.00	\$28.08	\$27.27	\$33.48
Finance Manager	2	\$12.89	\$20.73	\$20.73	\$28.57
Property Manager	2	\$17.20	\$19.45	\$19.45	\$21.70
Maintenance Worker	5	\$8.97	\$17.00	\$14.89	\$17.97
Housing Assistant	1	\$19.33	\$19.33	\$19.33	\$19.33
Caretaker	2	\$15.70	\$15.93	\$15.93	\$16.15
Accounting Clerk	0	-	-	-	-
Administrative Assistant	1	\$18.96	\$18.96	\$18.96	\$18.96
Office Clerk/ Receptionist	1	\$17.14	\$17.14	\$17.14	\$17.14

Table 6. Okanagan, by Position: Minimum, Median, Mean, and Maximum Hourly Wages

Okanagan					
Position	#	Minimum	Median	Mean	Maximum
Senior Manager	12	\$18.46	\$25.76	\$26.59	\$38.46
Finance Manager	5	\$21.29	\$24.96	\$28.93	\$40.11
Property Manager	3	\$21.15	\$23.08	\$23.04	\$24.90
Maintenance Worker	6	\$14.57	\$17.76	\$18.08	\$23.37
Housing Assistant	1	\$18.82	\$18.82	\$18.82	\$18.82
Caretaker	6	\$12.00	\$14.19	\$16.02	\$26.71
Accounting Clerk	1	\$16.48	\$16.48	\$16.48	\$16.48
Administrative Assistant	1	\$17.36	\$17.36	\$17.36	\$17.36
Office Clerk/ Receptionist	0	-		-	-

Table 7. Vancouver, by Position: Minimum, Median, Mean, and Maximum Hourly Wages

Vancouver					
Position	#	Minimum	Median	Mean	Maximum
Senior Manager	9	\$26.44	\$35.71	\$38.29	\$59.71
Finance Manager	3	\$20.79	\$30.87	\$32.95	\$47.20
Property Manager	3	\$18.13	\$32.44	\$29.39	\$37.60
Maintenance Worker	4	\$15.92	\$17.55	\$18.36	\$22.40
Housing Assistant	1	\$18.70	\$18.70	\$18.70	\$18.70
Caretaker	4	\$16.44	\$19.92	\$19.96	\$23.56
Accounting Clerk	2	\$18.56	\$19.03	\$19.03	\$19.50
Administrative Assistant	5	\$15.02	\$18.56	\$18.32	\$22.03
Office Clerk/ Receptionist	1	\$17.62	\$17.62	\$17.62	\$17.62

Table 8. Vancouver Island, by Position: Minimum, Median, Mean, and Maximum Hourly Wages

Vancouver Island					
Position	#	Minimum	Median	Mean	Maximum
Senior Manager	14	\$11.54	\$29.61	\$28.36	\$45.48
Finance Manager	8	\$20.19	\$25.39	\$26.24	\$36.81
Property Manager	7	\$19.23	\$25.91	\$27.47	\$39.56
Maintenance Worker	5	\$17.95	\$20.00	\$19.61	\$20.68
Housing Assistant	3	\$16.76	\$20.60	\$20.14	\$23.06
Caretaker	4	\$9.30	\$14.41	\$13.94	\$17.64
Accounting Clerk	5	\$14.50	\$21.61	\$19.82	\$25.00
Administrative Assistant	5	\$14.50	\$21.63	\$22.56	\$34.86
Office Clerk/ Receptionist	0	-	-	-	-

Table 9-12. BC-wide Analysis, by Society Asset Size: Minimum, Median, Mean, and Maximum Hourly Wages

\$0-2,000,000					
Position	#	Minimum	Median	Mean	Maximum
Senior Manager	11	\$11.54	\$25.07	\$25.49	\$46.20
Finance Manager	3	\$21.63	\$25.96	\$25.39	\$28.57
Property Manager	2	\$21.70	\$24.59	\$24.59	\$27.47
Maintenance Worker	3	\$17.97	\$20.00	\$25.48	\$38.46
Housing Assistant	0	-	-	-	-
Caretaker	0	-	-	-	-
Accounting Clerk	2	\$21.63	\$21.88	\$21.88	\$22.12
Administrative Assistant	3	\$18.96	\$21.63	\$25.11	\$34.86
Office Clerk/ Receptionist	2	\$14.56	\$15.85	\$15.85	\$17.14

\$2,000,001 – 5,000,000					
Position	#	Minimum	Median	Mean	Maximum
Senior Manager	11	\$16.83	\$29.81	\$29.53	\$48.96
Finance Manager	5	\$12.89	\$27.21	\$25.94	\$37.99
Property Manager	3	\$23.08	\$37.50	\$33.38	\$39.56
Maintenance Worker	7	\$8.97	\$18.27	\$18.33	\$25.00
Housing Assistant	1	\$22.98	\$22.98	\$22.98	\$22.98
Caretaker	5	\$10.00	\$17.03	\$16.28	\$23.56
Accounting Clerk	4	\$14.90	\$19.30	\$18.76	\$21.53
Administrative Assistant	2	\$15.63	\$15.92	\$15.92	\$16.21
Office Clerk/ Receptionist	0	-	-	-	-

\$5,000,001 – 20,000,000					
Position	#	Minimum	Median	Mean	Maximum
Senior Manager	15	\$20.67	\$34.07	\$35.11	\$59.71
Finance Manager	8	\$9.90	\$26.39	\$27.19	\$47.20
Property Manager	7	\$23.08	\$26.34	\$28.58	\$37.60
Maintenance Worker	5	\$15.00	\$17.95	\$18.26	\$22.40
Housing Assistant	2	\$17.95	\$18.86	\$18.86	\$19.78
Caretaker	7	\$12.00	\$20.03	\$19.47	\$26.71
Accounting Clerk	5	\$14.50	\$18.56	\$19.21	\$25.00
Administrative Assistant	4	\$14.50	\$19.17	\$18.72	\$22.03
Office Clerk/ Receptionist	2	\$17.62	\$19.66	\$19.66	\$21.70

\$20,000,000 +					
Position	#	Minimum	Median	Mean	Maximum
Senior Manager	13	\$21.40	\$33.65	\$33.43	\$45.48
Finance Manager	8	\$20.79	\$25.79	\$29.27	\$40.11
Property Manager	7	\$12.83	\$24.90	\$24.23	\$32.46
Maintenance Worker	7	\$15.92	\$18.48	\$18.88	\$23.37
Housing Assistant	6	\$16.76	\$18.67	\$19.68	\$23.13
Caretaker	8	\$9.30	\$15.47	\$15.48	\$21.30
Accounting Clerk	7	\$14.10	\$19.50	\$18.60	\$23.06
Administrative Assistant	4	\$9.62	\$16.19	\$16.63	\$24.50
Office Clerk/ Receptionist	2	\$14.42	\$18.75	\$18.75	\$23.08

**SECTION FOUR: SELECTED 2007 SERVICE CANADA
LABOUR MARKET DATA**

Table 1. Hourly Wage by Region, Senior Manager - Health, Education, Social and Community Services and Membership Organizations

	Average Wage	High Wage	Low Wage
Lower Mainland Southwest	\$29.38	\$52.46	\$17.32
Northern British Columbia	-	-	-
Thompson Okanagan Kootenays	\$25.00	\$45.00	\$15.00
Vancouver Island	\$28.64	\$51.25	\$15.93

Table 2. Hourly Wage by Region, Property Administrator

	Average Wage	High Wage	Low Wage
Lower Mainland Southwest	\$16.93	\$24.25	\$9.66
Northern British Columbia	-	-	-
Thompson Okanagan Kootenays	\$18.00	\$27.00	\$10.00
Vancouver Island	-	-	-

Table 3. Hourly Wage by Region, Financial Manager

	Average Wage	High Wage	Low Wage
Lower Mainland Southwest	\$31.22	\$53.79	\$16.41
Northern British Columbia	-	-	-
Thompson Okanagan Kootenays	\$20.22	\$33.65	\$14.00
Vancouver Island	\$24.23	\$39.00	\$14.50

Table 4. Hourly Wage by Region, Facility Operation and Maintenance Manager

	Average Wage	High Wage	Low Wage
Lower Mainland Southwest	\$20.15	\$29.70	\$12.50
Northern British Columbia	-	-	-
Thompson Okanagan Kootenays	\$17.91	\$26.63	\$11.38
Vancouver Island	\$17.08	\$27.85	\$11.00

Table 5. Hourly Wage by Region, Janitor, Caretaker and Building Superintendent

	Average Wage	High Wage	Low Wage
Lower Mainland Southwest	\$14.70	\$20.59	\$9.00
Northern British Columbia	\$14.91	\$21.35	\$10.00
Thompson Okanagan Kootenays	\$15.14	\$21.45	\$10.00
Vancouver Island	\$15.60	\$21.65	\$9.75

Table 6. Hourly Wage by Region, Administrative Clerk

	Average Wage	High Wage	Low Wage
Lower Mainland Southwest	\$17.00	\$22.48	\$11.78
Northern British Columbia	\$17.56	-	-
Thompson Okanagan Kootenays	\$17.30	\$22.50	\$12.00
Vancouver Island	\$17.76	\$24.00	\$12.00

Table 7. Hourly Wage by Region, General Office Clerk

	Average Wage	High Wage	Low Wage
Lower Mainland Southwest	\$15.95	\$22.33	\$10.50
Northern British Columbia	\$16.39	\$24.48	\$10.00
Thompson Okanagan Kootenays	\$15.57	\$22.12	\$11.00
Vancouver Island	\$16.78	\$23.06	\$11.50

Table 8. Hourly Wage by Region, Community and Social Service Worker

	Average Wage	High Wage	Low Wage
Lower Mainland Southwest	\$20.39	\$25.00	\$14.75
Northern British Columbia	\$17.27	\$23.50	\$11.42
Thompson Okanagan Kootenays	\$17.00	\$22.00	\$12.00
Vancouver Island	\$17.55	\$22.64	\$12.20