



Job Evaluation Committee Report to Local2010 Members

February 25, 2014





Local2010 Job Evaluation Committee members:

- Pam Armitage, Biomedical & Molecular Sciences
- Carol Kavanaugh, Faculty of Arts & Science
- Ken Pearce, Library
- Katherine Rudder, Life Sciences
- Two vacant spots on the Committee – email jobeval@usw2010.ca or president@usw2010.ca if you're interested!
- Kelly Orser Smith, USW2010 President
- Peggy McComb, USW2010 Staff Representative
- Andrew MacIsaac, USW National Office, Legal Department



Recent Developments:

- We have worked through Pay Equity Tutorials, and also evaluated our jobs using Local 1998's SES/U Job Evaluation system
- Joint HR/Local2010 JEC have met December 16th and February 18
 - Meeting chair alternates between Carol and Laurie
- Currently working on one year plan to procure proposals, select and recommend JE system by December 2014



What is a Job Evaluation?

The Pay Equity Act requires Job Comparisons on:

- **Skill**
- **Effort**
- **Responsibility**
- **Working Conditions**



5 Required Factors:

1. Education / Job knowledge
2. Mental effort
3. Physical effort
4. Decision-Making
5. Environment



Optional Sub-factors may Include:

1. Communications skills/contacts
2. Dexterity
3. Versatility/Flexibility
4. Organization and Planning Skills
5. Problem-Solving / Judgment Skills
6. Working Conditions: Hazards
7. Responsibility:
 - Safety and Well-being of Others
 - Supervision/ Human Resources
 - Financial Resources



WHY DOES JOB EVALUATION MATTER TO YOU?

- Job Evaluation is a Human Right – we have the right to work free of discrimination in pay and employment
- Most Canadian women are segregated from men in traditional occupations
- Women's segregated work is paid less than men's work
- The higher concentration of women the lower the pay
- **Job Evaluation** is the basis for paying men and women the same, for work that is valued the same by the employer



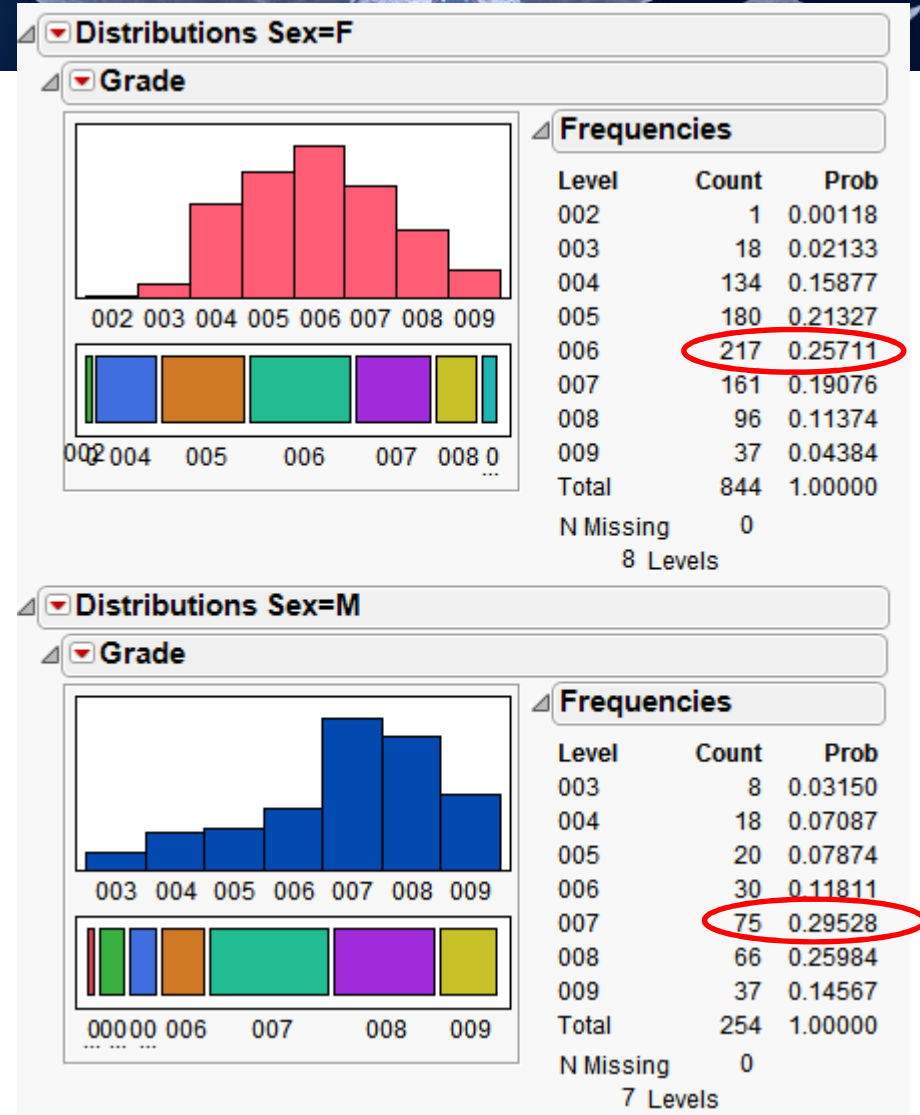
Pay Equity Situation in Local 2010 (Oct. 31/13)

- 77% of members are Female
- 66% of Females are in grades 5-7
- 70% of Males are in grades 7-9

4. Positions by Sex and Grade										pink shaded: most frequent counts	
n=559, or 66% of Females are in grades 5-7					n=172, or 70% of Males are in grades 7-9						
Count	Grade									Grand Total	%
Sex	002	003	004	005	006	007	008	009			
F	1	21	124	185	209	165	102	40	847	77%	
M		7	18	21	29	70	70	32	247	23%	
Grand Total	1	28	142	207	238	235	173	72	1096	100%	
% of F	0%	2%	15%	22%	25%	19%	12%	5%	100%		
% of M	0%	3%	7%	9%	12%	28%	28%	13%	100%		
% of Total	0%	3%	13%	19%	22%	21%	16%	7%	100%		

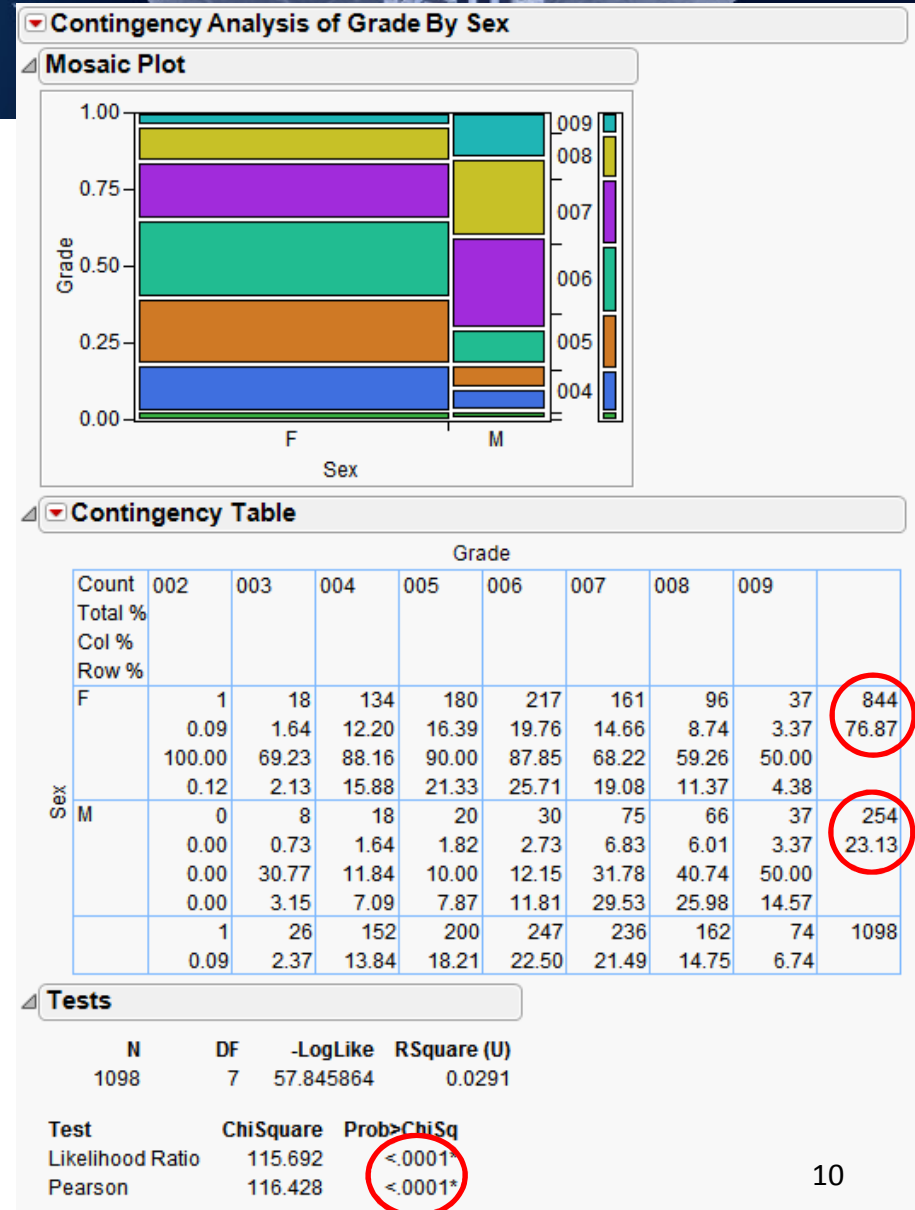
Pay Equity Situation in Local 2010

- Most frequent grade for F: 6 (25% of F's)
- Most frequent grade for M: 7 (29% of M's)



Pay Equity Situation in Local 2010

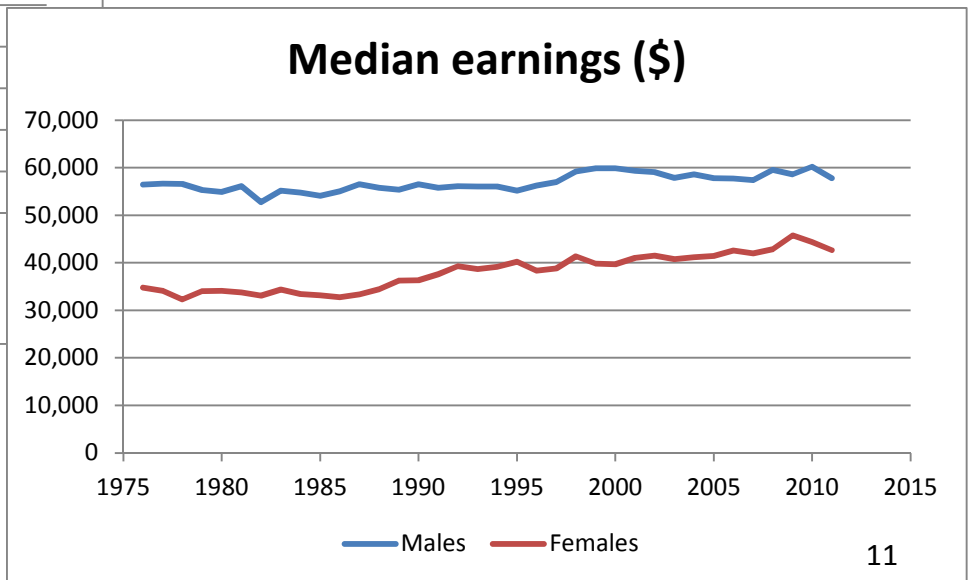
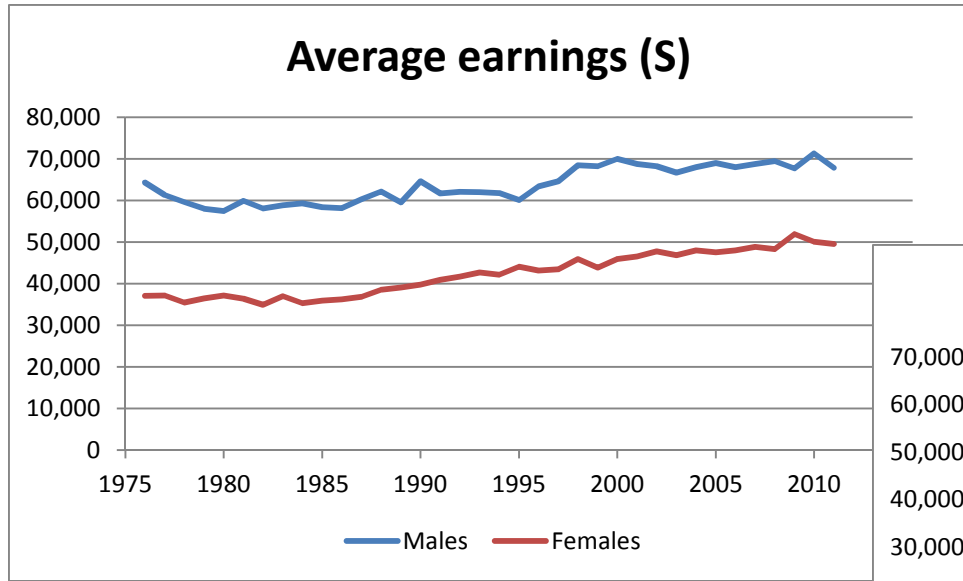
- 76% of members are F, left side of plot
- 23% of members are M, right side
- Statistically significant difference in grade due to gender





The Bigger Picture – across Ontario

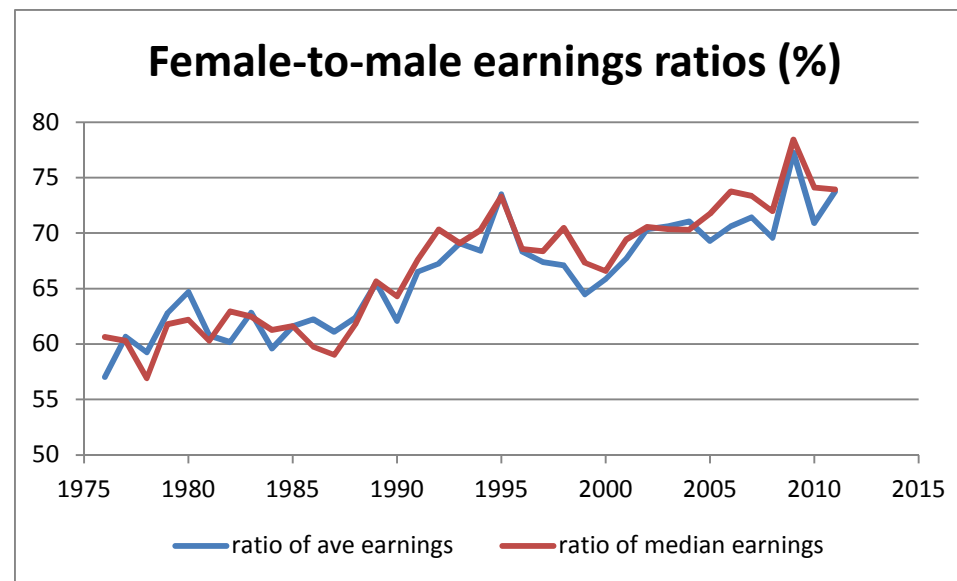
Comparing earnings for Full-Time workers





The Bigger Picture – across Ontario

Latest data from Statscan shows ratio is about 75%



Source: Average female and male earnings, and female-to-male earnings ratio, by work activity, 2011 constant dollars, annual, 1976 to 2011; CanSIM table 202-0102

<http://www5.statcan.gc.ca/cansim/a26?lang=eng&retrLang=eng&id=2020102&tabMode=dataTable&srchLan=-1&p1=-1&p2=9>



**When Comparing Pay for Pay Equity –
Job Rate = the highest amount paid in the grade (top step)**

For Local2010, we have pay grades 2-9 and the job rates are shown below:

Local 2010 Salary Grid, Grades 2-9, effective July 1, 2013														
change from 2012: 1.5% to each grade/step														
GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	job rate
2	\$ 31,898	\$ 32,750	\$ 33,628	\$ 34,526	\$ 35,450									\$ 35,450
3	\$ 35,539	\$ 36,487	\$ 37,460	\$ 38,461	\$ 39,490									\$ 39,490
4	\$ 37,396	\$ 38,422	\$ 39,480	\$ 40,563	\$ 41,674	\$ 42,820	\$ 43,993							\$ 43,993
5	\$ 39,199	\$ 40,182	\$ 41,191	\$ 42,225	\$ 43,285	\$ 44,371	\$ 45,483	\$ 46,625	\$ 47,796	\$ 48,999				\$ 48,999
6	\$ 44,452	\$ 45,565	\$ 46,710	\$ 47,883	\$ 49,087	\$ 50,318	\$ 51,580	\$ 52,873	\$ 54,202	\$ 55,565				\$ 55,565
7	\$ 50,405	\$ 51,671	\$ 52,969	\$ 54,300	\$ 55,662	\$ 57,058	\$ 58,492	\$ 59,956	\$ 61,469	\$ 63,007				\$ 63,007
8	\$ 57,160	\$ 58,597	\$ 60,069	\$ 61,572	\$ 63,118	\$ 64,703	\$ 66,329	\$ 67,993	\$ 69,697	\$ 71,451				\$ 71,451
9	\$ 60,770	\$ 62,244	\$ 63,753	\$ 65,299	\$ 66,884	\$ 68,506	\$ 70,169	\$ 71,870	\$ 73,614	\$ 75,403	\$ 77,232	\$ 79,014	\$ 81,025	\$ 81,025



Position Gender Dominance in Local2010, Oct/13

- Assess all positions for gender dominance (>60% one gender = gender dominant)
- 96% of Females work in Female-dominant positions
- 84% of Males work in Male-dominant positions

1. Overview of all position title reported, by gender, gender dominance

position gender dominance = F if > 60% of people in positions are Female

pink shading: members in same-gender dominated positions

Count of name	posn gender dominance			Grand Total	% of total
	F	M	neutral		
Sex					
F	814	7	26	847	77%
M	15	207	25	247	23%
Grand Total	830	214	52	1096	100%
% of F	96%	1%	3%	100%	
% of M	6%	84%	10%	100%	
% of Total	76%	20%	5%	100%	

2. Percentage Breakdown, members by gender and position gender dominance

74% of members (814/1096) are Females, in Female-dominated positions

19% of members (214/1096) are Males, in Male-dominated positions

Count of name	posn gender dominance			Grand Total
	F	M	same	
Sex				
F	74%	1%	2%	77%
M	1%	19%	2%	23%
Grand Total	76%	20%	5%	100%



Position Gender Dominance in Local2010

- 524 (47%) of our members have unique job titles!
- 830 (76%) of positions in our local are Female-Dominated
- 20% are Male dominated, 5% are gender-neutral

3. Positions by gender dominance, with count of individuals with same job title

n repeats: number of members with same job title pink shading: 524 members in positions with unique job title

Total: 656 unique job titles in 1096 members.

no adjustments have been made to position titles

example: there are 59 Administrative Assistants, plus 9 with "Administrative Assistant" at start of position title.

Count of name posn gender dominance	n repeats						Grand Total	% of Total
	1	2	3	4	5	6 or more		
F	391	74	60	20	25	260	830	76%
M	132	34	15	8	5	20	214	20%
neutral	1	30			15	6	52	5%
Grand Total	524	138	75	28	45	286	1096	100%
% of Female-dominated jobs	47%	9%	7%	2%	3%	31%	100%	
% of Male-dominated jobs	62%	16%	7%	4%	2%	9%	100%	
% of non-gender dominated jobs	2%	58%	0%	0%	29%	12%	100%	
Grand Total	48%	13%	7%	3%	4%	26%	100%	



Position Gender Dominance in Local 2010

5. Top Positions, with gender dominance							
Top 22 (>5 people in same position) of 656 positions shown, for 286 of 1096 members							
		pink shading: top 13 positions are all held by Females (n=230 women)					
		pos'n gender dominance			totals		
					656	1096	
pos'n rank	Position Title	F	M	neutral	Grand Total	% of pos'n	% of members
1	Administrative Assistant	59			59	9%	5%
2	Senior Secretary	25			25	4%	2%
3	Administrative Secretary	21			21	3%	2%
4	Program Assistant	18			18	3%	2%
5	Program Coordinator	16			16	2%	1%
6	Office Assistant	16			16	2%	1%
7	Financial Assistant	15			15	2%	1%
8	Undergraduate Program Assistant	12			12	2%	1%
9	Departmental Assistant	12			12	2%	1%
10	Graduate Assistant	10			10	2%	1%
11	Graduate Program Assistant	9			9	1%	1%
12	Clinic Clerk	9			9	1%	1%
13	Admissions Assistant	8			8	1%	1%
14	Programmer Analyst		7		7	1%	1%
15	Systems Analyst		7		7	1%	1%
16	Student Resource Assistant	6			6	1%	1%
17	Program Associate			6	6	1%	1%
18	Undergraduate Assistant	6			6	1%	1%
19	Personal Counsellor	6			6	1%	1%
20	Career Coach		6		6	1%	1%
21	Admission Coordinator	6			6	1%	1%
22	Graduate Studies Assistant	6			6	1%	1%
Grand Total		830	214	52	1096		



Position Gender Dominance in Local2010

6. Top Male Dominated Positions			7. Top gender neutral positions		
Top 20 of 161 shown (with at least 3 people with same job title)			15 of 20 total gender neutral positions shown		
	Position Title	Total		Position Title	Total
1	Systems Analyst	7	1	Program Associate	6
2	Programmer Analyst	7	2	Residence Life Coordinator	5
3	Career Coach	6	3	Financial Analyst	5
4	Stationary Engineer 2	5	4	Senior Analyst	5
5	Web Developer	4	5	Assistant Web Developer	2
6	Maintenance Worker	4	6	Program Advisor	2
7	Systems Specialist	3	7	Development Officer, Leadership G	2
8	Web/Application Developer	3	8	Application Security Analyst	2
9	Systems Programmer	3	9	Art Technician	2
10	Info Sys Analyst & Consultants	3	10	Senior Admission Coordinator	2
11	Superintendent	3	11	Residence Outreach Counsellor	2
12	Senior Communications Officer, Internal C	2	12	Senior Application Advisor	2
13	Analyst	2	13	Systems Coordinator	2
14	Postal Services Driver/Delivery Clerk	2	14	Graphic Designer	2
15	Classroom Technology and Media Coordi	2	15	Senior Systems Analyst	2
	Grand Total	214		Grand Total	52



Example - From Local 1998, SES/U

Each position is evaluated on a 1000 point scale.

each factor contributes a certain % indicating value to the organization.

% distribution may be different for each employer.

	Factor	Subfactor	%	points (% * 10)	%
1	Skill	Previous Education (11%);	11	110	
2		Previous Experience (11%);	11	110	
3		Interaction Skills (8%);	8	80	
4		Movement Skills (6%);	6	60	
5		Decision Making (11%);	11	110	47
6	Responsibility	Responsibility for Information (9%);	9	90	
7		Responsibility for Materials, Equipment and/or Outcomes(9%);	9	90	
8		Responsibility for the Safety of Others(3%);	3	30	
9		Financial Responsibility(8%);	8	80	
10		Responsibility to Manage or Direct Others(8%);	8	80	37
11	Effort	Mental Effort(5%);	5	50	
12		Physical Effort(4%)	4	40	9
13	Working Conditions	Temperature, Noise and other Environmental Conditions(1%);	1	10	
14		Hazards(2%);	2	20	
15		Stress(2%);	2	20	
16		Work Interruptions and Distractions (1%);	1	10	
17		Social Disruption Required by Work Schedule(1%).	1	10	7
			100	1000	100
	http://www.usw1998.ca/SESU%20Factor%20Language%20-%202017%20factors.pdf				



Using SES/U, jobs are evaluated to points / 1000, look at pay band and pay rate
 Below is Local1998 Pay Bands, with Queen's Pay Grade shown

Example: Job evaluates to 400 points, pay band 6, or Queen's Pay Grade 6

Local 1998 has 2239 jobs listed at "Complete List of Wave 7"

pay band rate: job rate for pay band, at highest step (all have 8 steps), as of July 1, 2013

Pay Band	max pts	ave pts	pay band rate	QU pay grade	n
1	307	307	\$ 41,237	4	2
2	326	317	\$ 43,788	4	4
3	349	337	\$ 46,496	5	14
4	361	357	\$ 49,370	6	19
5	389	384	\$ 52,424	6	23
6	406	399	\$ 55,665	6	96
7	427	414	\$ 59,107	7	160
8	448	443	\$ 62,762	7	147
9	469	460	\$ 66,642	8	437
10	488	477	\$ 70,764	8	159
11	509	497	\$ 75,139	9	197
12	529	521	\$ 79,787	9	369
13	549	537	\$ 84,720	10	139
14	569	558	\$ 89,958	10	138
15	589	579	\$ 95,521	10	114
16	607	595	\$ 101,428	10	143
17	629	616	\$ 107,700	11	20
18	649	636	\$ 114,359	11	24
19	666	661	\$ 121,431	11	27
20	682	680	\$ 128,940	12	7
Total	682	497			2,239

group	Queen's pay grade	job rate
local2010	2	\$ 35,450
local2010	3	\$ 39,490
local2010	4	\$ 43,993
local2010	5	\$ 48,999
local2010	6	\$ 55,565
local2010	7	\$ 63,007
local2010	8	\$ 71,451
local2010	9	\$ 81,025
management	10	\$ 93,638
management	11	\$ 107,681
management	12	\$ 123,836
management	13	\$ 142,413
management	14	\$ 163,776

You are Worth it!

- JEC has adapted the workshop created by Pay Equity Ontario and Business and Professional Women of Ontario to a 1 hour lunchtime workshop for Local 2010 members
- The full workshop may be downloaded from <http://www.payequity.gov.on.ca/en/training/index.php>

You Are Worth It! Workbook

You Are Worth it!

Compensation Pitfalls and How to Manage Them



Ontario



pay equity
commission

A BPW Ontario and Pay Equity Commission Joint Initiative

Revised: April 14, 2010
Issued: October 25, 2005



EQUAL PAY DAY in Ontario

- Set for **Wednesday, April 16, 2014**
- Logic: the pay gap between men & women in Ontario is approximately 25% - women earn about 75% of what men earn, doing the same work!
- It takes one week plus Monday through Wednesday for women to earn the same amount as men did in just the previous week!
- **Wear RED on EQUAL PAY DAY** to show you support Equal Pay for work of Equal Value and to mark how far women are in the “red” when it comes to their pay.
- See www.fairontario.ca and www.equalpaycoalition.org



www.equalpaycoalition.org/video/





Questions, Comments?