

**University of Arkansas Division of Agriculture
Starting Salary Ranges:
Program Associates & Program Technicians**

Purpose:

The University of Arkansas Division of Agriculture (“the Division”) is committed to providing equitable compensation for all employees. The Division of Agriculture will implement this policy to establish ranges and assure starting salary consistency and equity for new hires in Program Associate and Program Technician positions.

Policy:

I. Program Associate

Definition: Non-classified support personnel with a Bachelor's degree plus a minimum of three years of relevant professional work experience or with a Master's degree who coordinate work objectives with academic faculty or administration but are responsible for project implementation and management. Program Associates are expected to contribute effectively to program design, results dissemination and/or Division mission activities and the pursuit of extramural financial support. This is a promotion track position with levels I, II and III available.

Starting salary shall be determined by the Department or Unit Head and approved by the Division Civil Rights Compliance Officer before an offer may be made. Starting salary will be based on qualifications, experience, market factors, and other recognized criteria. Starting salary cannot be based solely on amount of funding available. The Department or Unit Head is responsible for assuring compensation equity within the unit.

Entry level starting salary range: \$38,000 - \$52,000 per annum for Program Associates

Line Item Title: Program Associate

Internal Title: Program Associate I, II, or III

Working Title: Program Associate - [specialty area]

II. Program Technician

Definition: Non-classified support personnel with a Bachelor's degree who assist in conducting activities under the direction of administration, academic faculty or Program Associates in support of Division missions as assigned. This is a promotion track position with levels I, II and III available.

Starting salary shall be determined by the Department or Unit Head and approved by the Division Civil Rights Compliance Officer before an offer may be made. Starting salary will be based on qualifications, experience, market factors, and other recognized criteria. Starting salary cannot be based solely on

amount of funding available. The Department or Unit Head is responsible for assuring compensation equity within the unit.

Entry level starting salary range: \$30,000 - \$37,000 per annum for Program Technicians

Line Item Title: Program Technician

Internal Title: Program Technician I, II, or III

Working Title: Program Technician - [specialty area]

III. Exceptions to the Established Ranges

Department or Unit Heads who experience hiring difficulties related to the established ranges may choose to propose a broader range for their units. Written justification for the proposed range must include specific, relevant market data. The proposed range and justification, submitted to the AES Personnel Officer, the CES Employment Manager, and the Division Civil Rights Compliance Officer, will remain on file for the department until new data is submitted by the Department or Unit Head.