

Helen Plum Library
 Pay Grade Assignments
 Based on a 37.5 Hour Workweek
 Effective: July 1, 2023

Pay Grade	FLSA	Job Title ¹	Range Minimum	Range Midpoint	Range Maximum
ED	E ²	Executive Director	\$106,178	\$132,722	\$159,267
			\$54.45	\$68.06	\$81.68
13	E ²	Assistant Director	\$79,008	\$98,760	\$118,512
	E ²	Director of Strategic Communications & Marketing ³	\$40.52	\$50.65	\$60.78
12		Hold for Future Use	\$71,234	\$89,043	\$106,851
			\$36.53	\$45.66	\$54.80
11	E	Adult Services Manager	\$64,225	\$80,282	\$96,338
	E ²	Business Office Manager & Human Resources Coordinator	\$32.94	\$41.17	\$49.40
	E	Technology and Metadata Services Manager			
	E	Youth Services Manager			
10	E	Marketing Manager	\$57,906	\$72,383	\$86,859
	E	Patron Services Manager	\$29.70	\$37.12	\$44.54
9	E ²	Facility and Security Services Manager	\$52,209	\$65,261	\$78,313
	NE	Adult Services Assistant Manager ⁴	\$26.77	\$33.47	\$40.16
	NE	Youth Services Assistant Manager ⁴			
8	E	Network Administrator ⁴	\$47,072	\$58,840	\$70,608
	NE	Adult Services Librarian	\$24.14	\$30.17	\$36.21
	NE	Programming Librarian			
	NE	Teen Services Librarian			
	NE	Youth Services Librarian			
7	E	Graphic Designer	\$42,440	\$53,050	\$63,661
	E	Marketing Content Coordinator	\$21.76	\$27.21	\$32.65
	NE	Adult Services Library Associate II			
	NE	Cataloger			
	NE ²	Executive Assistant			
	NE	Youth Services Library Associate II			
6	NE	Information Technology Specialist	\$38,265	\$47,831	\$57,397
			\$19.62	\$24.53	\$29.43

1. Within Job Titles there may be multiple Position Titles.
2. FLSA (Fair Labor Standards Act) exempt or non-exempt status for the position was determined by HPL Management.
3. Manually slotted by HPL Management based on internal equity; comparable value to the Assistant Director position.
4. Manually slotted by HPL Management based on HR Source 2022 Library Survey.

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5	NE	Acquisitions Specialist	\$34,500	\$43,125	\$51,749
	NE	Adult Services Library Associate I	\$17.69	\$22.12	\$26.54
	NE	Copy Cataloger			
	NE	Youth Services Library Associate I			
4	NE	Facilities Assistant	\$31,105	\$38,881	\$46,658
	NE	Patron Services Team Lead	\$15.95	\$19.94	\$23.93
	NE	Processing Specialist			
3	NE	Patron Services Assistant	\$29,835	\$35,056	\$42,067
	NE	Security Monitor	\$15.00	\$17.98	\$21.57
2*	NE	Shelving Assistant	\$29,835	\$31,607	\$37,928
	NE	Shelving Team Lead	\$15.00	\$16.21	\$19.45
	NE	Youth Services Seasonal Library Assistant ⁴			

1. Within Job Titles there may be multiple Position Titles.

4. Manually slotted by HPL Management based on HR Source 2022 Library Survey.

*The minimum values of pay grades 2 and 3 were manually adjusted at the request of HPL Management to be compliant with the future minimum wage rate of \$15.00 per hour.