

# 2003 Salary Survey Questionnaire

## A. General Member Information

### 1. What is your employment status?

- Full time position
- Part time position
- Temporary Assignments
- Student
- Self employed consultant
- Unemployed

### 2. What is your membership status?

- RFP
- Retired Member
- Life Member
- Forester in Training
- Forestry Pupil
- On leave

### 3. What forest region do you currently reside?

- Coast
- Interior

### 4. What was your annual salary as of July 1, 2003 excluding bonuses and fringe benefits?

### 5. Who is your employer?

- Federal government
- Provincial government
- Industry
- Consultant
- Association
- Other

### 6. If you chose consultant above, are you a member of the Consulting Foresters of BC:

- Yes
- No
- Not Applicable

*Ensuring BC's Forests Are In Good Hands.*

## 7. What is your job title?

## B. Job Rating Summary

### 8. Your Duties

We are interested in determining the general nature of tasks that you are assigned. The range is from duties performed in entrance-level jobs to those carried out at an advanced level of administration. Carefully consider the relationship that your duties have to those of others in your organization and then select the category that matches your job most appropriately. If you cannot decide between two adjoining categories select the half option in-between.

- μ **A) I receive training in the various phases of the office, plant, field or laboratory in the form of classroom instruction or “on-the-job” assignments. (10 Points)**

*Tasks assigned include the preparation of simple plans, designs and calculations in accordance with established standards using manuals or other specifications. I may carry out routine technical surveys or inspections and prepare reports.*

- μ **B) My duties are in-between A & C. (15 Points)**

- μ **C) Normally regarded as a continuing portion of a foresters training and development. (20 Points)**

*I receive assignments of limited scope and complexity, usually as minor phases of broader assignments. I use a variety of standard methods and techniques in solving problems. I assist in carrying out technical tasks requiring accuracy in calculations, completeness of data, and adherence to prescribed testing, analysis, design methods or combinations of methods.*

- μ **D) My duties are in-between C & E. (30 Points)**

- μ **E) I am typically regarded at the fully qualified professional forester level. (40 Points)**

*I carry out responsibilities and varied assignments requiring familiarity with broad field of knowledge of reciprocal effects of the work upon other fields. Problems are usually solved by the use of combinations of standard procedures, modifications of standard procedures, or methods developed in previous assignments. I participate in planning to achieve prescribed objectives.*

- μ **F) My duties are in-between E & G. (55 Points)**

- μ **G) I am at the first level of direct and sustained supervision of other professional foresters or full specialization. (70 Points)**

*My job requires the application of mature knowledge in planning and conducting projects having scope for independent accomplishment and coordination of difficult and responsible assignments. The problems I am assigned to make it necessary to modify established guidelines, devise new approaches, apply existing*

*criteria in new manners, and draw conclusions from comparative situations.*

μ **H) My duties are in-between G & I (90 Points)**

μ **D) My job requires knowledge of more than one field of forestry or performance by a specialist in a particular field. (110 Points)**

*I participate in short and long range planning. I make independent decisions on work methods and procedures within an overall program,. Originality and ingenuity are required for devising practical and economical solutions to problems. I may supervise large groups containing both professional and non-professional staff; or may exercise authority over a small group of highly qualified professional personnel engaged in complex technical applications.*

μ **J) My duties are in-between I & K. (130 Points)**

μ **K) I am usually responsible for an administrative function, directing several professional and other groups engaged in inter-related responsibilities; or as a consultant or specialist, has achieved recognition as an authority in a forestry field of major importance to the organization. (150 Points)**

*I independently conceive programs and problems to be investigated. I participate in discussions determining basic operating policies, devising ways of reaching program objectives in the most economical manner and meeting unusual conditions affecting work progress.*

μ **L) My duties are in-between K & M. (175 Points)**

μ **M) I work within the framework of general policy conceive independent programs and problems to be investigated. (200 Points)**

*I plan or approve projects requiring the expenditure of a considerable amount of manpower and financial investment. I determine basic operating policies, solve primary problems and develop programs to accomplish objectives in the most economical manner to meet any unusual condition.*

## 9. Your Education

Please rate your highest (or nearest) equivalent university qualification in a forestry discipline.

- μ Bachelor's degree in Forestry, Allied Science or completed pupil program (65 Points)
- μ Master's degree (90 Points)
- μ Doctorate degree (125 Points)

## 10. Your Experience

Please rate the number of years in which you have been engaged in full time, permanent forestry work and/or in work wherein a forestry background has been a distinct asset. Take your count o the nearest whole or half year.

-Select One-	τ
Less than 1 year (25 Points)	

1 Year (30 Points)	
1.5 Years (35 Points)	
2 Years (40 Points)	
3 Years (45 Points)	
4 Years (50 Points)	
5 Years (55 Points)	
6 Years (60 Points)	
7-8 Years (70 Points)	
9-10 Years (80 Points)	
11-12 Years (90 Points)	
13-15 Years (100 Points)	
15-17 Years (113 Points)	
18-20 Years (125 Points)	
21-24 Years (138 Points)	
25+ Years (150 Points)	

### 11. Your Recommendations, Decisions and Commitments

Under this factor, select the category that fits your job most appropriately. If you cannot decide between two adjoining categories, use the category that falls in-between.

- μ **A) I make few technical decisions and when I do they are of a routine nature with ample precedent or clearly defined procedures as guidance. (35 Points)**
  
- μ **B) My recommendations, decisions and commitments are in-between A & C. (40 Points)**
  
- μ **C) My recommendations are limited to the solution of the problem rather than end results. My decisions made are normally within established guidelines. (45 Points)**
  
- μ **D) My recommendations, decisions and commitments are in-between C & E. (50 Points)**
  
- μ **E) I make independent studies, analyses, interpretations and conclusions. Difficult, complex or unusual matters or decisions are usually referred to more senior authority. (55 Points)**
  
- μ **F) My recommendations, decisions and commitments are in-between E & G. (63 Points)**
  
- μ **G) My recommendations are reviewed for soundness of judgment but usually accepted as technically accurate and feasible. (70 Points)**
  
- μ **H) My recommendations, decisions and commitments are in-between G & I (80 Points)**
  
- μ **I) I make responsible decisions not usually subject to technical review, on all matters assigned, except those involving large sums of money or long-range**

**objectives. I takes courses of action necessary to expedite the successful accomplishment of assigned projects. (90 Points)**

- μ **J) My recommendations, decisions and commitments are in-between I & K. (105 Points)**
- μ **K) I make responsible decisions on all matters, including the establishment of policies and expenditures of large sums of money and/or implementation of major programs, subject only to overall policy and financial controls. (120 Points)**
- μ **L) My recommendations, decisions and commitments are in-between K & M. (135 Points)**
- μ **M) I am responsible for long-range planning, co-ordination and making specific and far-reaching management decisions. I keep management associates informed of all matters of significant importance. (150 Points)**

## **12. Your Supervision Received**

This factor is concerned with the degree to which independent action is required or permitted. This will be limited by the amount of direction received from supervisors or provided through standard practice instructions, policies, precedents or practice. Select the category that fits your job most appropriately. If you cannot decide between two adjoining category, select the one in-between.

- μ **A) I work under close supervision. My work is reviewed for accuracy and adequacy and conformance with prescribed procedures. (20 Points)**
- μ **B) My supervision received is in-between A & C. (25 Points)**
- μ **C) My duties are assigned with detailed oral and occasionally written instructions, as to methods and procedures to be followed. Results are usually reviewed in detail and technical guidance is usually available. (30 Points)**
- μ **D) My supervision received is in-between C & E. (35 Points)**
- μ **E) My work is not generally supervised in detail and the amount of supervision varies depending upon the assignment. Usually technical guidance is available to review work programs and advise on unusual features of assignment. (40 Points)**
- μ **F) My supervision received is in-between E & G. (45 Points)**
- μ **G) My work is assigned in terms of objectives, relative priorities, and critical areas that impinge on work of other units. Work is carried out within broad guidelines, but informed guidance is available. (50 Points)**
- μ **H) My supervision received is in-between G & I (55 Points)**
- μ **I) My work is assigned only in terms of broad objectives to be accomplished,**

and is reviewed for policy, soundness of approach and general effectiveness. (60 Points)

- μ **J) My supervision received is in-between I & K. (70 Points)**
- μ **K) I receive administrative direction based on organization policies and objectives. My work is reviewed to ensure conformity with policy and co-ordination with other functions. (80 Points)**
- μ **L) My supervision received is in-between K & M. (93 Points)**
- μ **M) I operate with broad management authority, receiving virtually no technical guidance and control; limited only by general objectives and policies of the organization. (105 Points)**

### 13. Leadership Authority and/or Supervision Exercised

This factor is concerned with the character of the supervisory responsibility. This may be direct (line) or indirect (staff). Select the category that fits your job most appropriately.

- μ **A) I have no supervisory role. (0 Points)**
- μ **B) I may assign and check work of one to five technicians or helpers. (5 Points)**
- μ **C) I may give technical guidance to one or two junior foresters or technicians assigned to work on a common project. (10 Points)**
- μ **D) I may give technical guidance to foresters of less standing or technicians assigned to work on a common project. Supervision over other foresters not usually a regular or continuing responsibility. (15 Points)**
- μ **E) I assign and outline work; advises on technical problems; reviews work for technical accuracy and adequacy. Supervision may call for recommendations concerning selection, training, rating and discipline of staff. (20 Points)**
- μ **F) I outline more difficult problems and methods of approach. Co-ordinates work programs and direct use of equipment and material. I generally make recommendations as to the selection, training, discipline and remuneration of staff. (40 Points)**
- μ **G) I review and evaluate technical work. I select, schedule and co-ordinate to attain program objectives; and/or or as an administrator makes decisions concerning selection, training, rating, discipline and remuneration of staff. (60 Points)**
- μ **H) I give administrative direction to subordinate supervision, and contact with the work force is normally through such levels rather than direct. (80 Points)**

## 14. Your Supervision Scope

This factor is concerned with the size of the direct (line) responsibility and is rated in terms of the total number of persons falling in that category. Count your immediate subordinates together with all employees reporting to them, either directly or through other levels of supervision. If numbers vary seasonally or for other reasons, compute an average for the year. Exclude persons such as students for whose work you have no continuing responsibility. As well, do not count persons to whom you give occasional direction or functional guidance. In short, count only persons for whose work you are fully accountable.

-Select One-	$\tau$
Zero employees supervised (0 Points)	
1 employee (3 Points)	
2-3 employees (5 Points)	
4-7 employees (8 Points)	
8-13 employees (10 Points)	
14-20 employees (15 Points)	
21-30 employees (20 Points)	
31-40 employees (25 Points)	
41-50 employees (30 Points)	
51-75 employees (35 Points)	
76-100 employees (40 Points)	
101-200 employees (45 Points)	
210-400 employees (50 Points)	
401-750 employees (55 Points)	
751-1200 employees (60 Points)	
1201-2000 employees (65 Points)	
Over 2000 employees (70 points)	

## 15. Your Physical Demands

This factor is concerned with the intensity and severity of the physical effort required of the job and with the continuity and frequency of that effort. For each of the demands listed below, check the level that most closely describes your situation.

- $\mu$  A) Limited standing or moving about (inside position), or limited uninterrupted visual concentration (as in drafting work), or limited uninterrupted and intense mental concentration (5 points)
- $\mu$  B) Occasional standing or moving about (inside position), or limited walking over rough ground, climbing etc. (outside position), or occasional uninterrupted and intense mental concentration (8 points)
- $\mu$  C) Limited heavy physical exertion, or occasional walking over rough ground, climbing etc. (outside position), or frequent standing or moving about (inside position), or occasional uninterrupted visual concentration (as in drafting work) (10 points)
- $\mu$  D) Occasional uninterrupted visual concentration (as in drafting work), or frequent walking over rough ground, climbing etc. (outside position), or continuous standing or moving about (inside position), or frequent uninterrupted and intense mental concentration. (15 points)

- μ E) Continuous uninterrupted and intense mental concentration, or frequent uninterrupted visual concentration (as in drafting work), or continuous walking over rough ground, climbing etc. (outside position). (20 points)
- μ F) Frequent heavy physical exertion. (25 points)
- μ G) Continuous uninterrupted visual concentration (as in drafting work). (30 points)
- μ H) Continuous heavy physical exertion. (40 points)

## 16. Job Environment

Select the factor that describes most closely the conditions under which your work is normally carried out.

- μ A) Office and comparable conditions. (0 Points)
- μ B) Field and office work close to base so that field days can be selected. (3 Points)
- μ C) Field work under all weather conditions. (5 Points)
- μ D) Some camping out and continuous field work. (10 Points)
- μ E) Continuous camping out under severe disagreeable conditions. (20 Points)

## 17. Your Place of Residence

Select the grade that describes most accurately your place of residence.

- μ A) Established community with complete facilities. (0 Points)
- μ B) Small community lacking full range of facilities. (5 Points)
- μ C) Small isolated community. (10 Points)
- μ D) Camp with married quarters and schools. (15 Points)
- μ E) Isolated camp with limited married quarters. (20 Points)

## 18. Your Absence From Base of Operations

Under this factor, select the grade that describes most closely the demands of your job for traveling and being absent from your base of operations.

- μ A) I am seldom absent. (0 Points)
- μ B) I am occasionally absent, perhaps a day a week on average. (5 Points)
- C) I am frequently absent, commonly for a couple of days a week, sometimes

- μ **longer, with considerable travel. (10 Points)**
- μ **D) I am absent more than 50 percent of the time, sometimes including weekends, with much travel. (15 Points)**
- μ **E) I am absent for long periods from base of operations and/or travel on an almost continuous basis. (20 Points)**

## 19. Accident and Health Hazards

Describe your job in terms of the conditions that might result in accident or occupational disease. Consider the most prevalent hazards to which you are exposed; not some unlikely possibility. Check category that most closely describes your situation.

- μ A) No level of exposure to hazards (0 points)
- μ B) Limited exposure to moderate level hazards, or occasional exposure low level hazards. (3 points)
- μ C) Limited exposure to high level hazards, or occasional exposure to moderate level hazards, or frequent exposure to low-level hazards. (5 points)
- μ D) Limited exposure to extreme level hazards, or occasional exposure to high level hazards, or frequent exposure to moderate level hazards, or continuing exposure to low level hazards. (10 points)
- μ E) Occasional exposure to extreme level hazards, or frequent to high-level hazards, or continuing exposure to moderate level hazards. (15 points)
- μ F) Frequent exposure to extreme high level hazards, or continuous exposure to high level hazards. (20 points)
- μ G) Continuous exposure to extreme level standards (25 points)

## 20. Your Job Stress

This factor is concerned with the frequency and intensity of high stress situations: land use conflicts, court injunctions, problems with special interest groups etc., and/or off-duty interruptions to resolve operating problems. Check category that most closely describes your situation.

- μ A) Low levels of stress 0-1 time per week. (0 points)
- μ B) Low levels of stress 2-5 times per week, or moderate levels of stress 0-1 time per week. (3 points)
- μ C) Low levels of stress 6-10 times per week, or moderate levels of stress 2-5 times per week, or high level of stress 0-1 time per week. (6 points)
- μ D) Low levels of stress 11 or more times per week, or moderate levels of stress 6-10 times per week, or high levels of stress 2-5 times per week, or extreme levels

of stress 01 time per week. (10 points)

- μ E) Moderate levels of stress 11 or more times per week, or high levels of stress 6-10 times per week, or extreme levels of stress 2-5 times per week. (20 points)
- μ F) High levels of stress 11 or more times per week, or extreme levels of stress 6-10 times per week. (50 points)
- μ G) Extreme levels of stress 11 or more times per week. (80 points)

## 21. Your Fringe Benefits

Check items wholly or partially paid for by your employer or fill in number where required:

Benefits	Yes	No	Partial
Medical plan	μ	μ	μ
Dental plan	μ	μ	μ
Visioncare	μ	μ	μ
Extended health benefits	μ	μ	μ
Life insurance	μ	μ	μ
Dependant Life Insurance	μ	μ	μ
Long Term Disability insurance	μ	μ	μ
Accidental Death & Dismemberment	μ	μ	μ
Pension plan	μ	μ	μ
Production bonus or profit sharing	μ	μ	μ
Professional development	μ	μ	μ
ABCPF annual fee	μ	μ	μ
ABCPF AGM expense	μ	μ	μ
ABCPF AGM spouse expense paid	μ	μ	μ
Vehicle use to and from work	μ	μ	μ
Vehicle full personal use	μ	μ	μ
Employment covered by collective agreement	μ	μ	μ

## 22. What is your overtime procedure?

- μ No compensation
- μ Straight time off in lieu of payment
- μ Overtime pay (1½ or 2 times)
- μ Bonus in lieu of direct compensation

## 23. How many weeks of per year do you get vacation?

Specify:

## 24. How many official hours per week do you work?

Specify:

**25. How many actual hours per week do you work, on average?**

Specify:

**26. Please describe any other benefits that you may receive.**

Specify:

**C. Potential Member Benefits**

The ABCPF presently offers a number of benefit programs (professional liability insurance, cellular phone plans, etc.) but wishes to know if members are interested in others. For each of the benefits listed below, please specify its importance to you.

<b>27. Insurance/Health Benefits</b>	<b>Very Important</b>	<b>Somewhat Important</b>	<b>Not Very Important</b>	<b>Not Applicable</b>
a. Life Insurance	μ	μ	μ	μ
b. Dependant Life Insurance	μ	μ	μ	μ
c. Accidental Death & Dismemberment	μ	μ	μ	μ
d. Extended Health Care	μ	μ	μ	μ
e. Dental	μ	μ	μ	μ
f. Vision care	μ	μ	μ	μ
g. Long term Disability	μ	μ	μ	μ
h. Critical Illness	μ	μ	μ	μ

<b>28. Other Benefits</b>	<b>Very Important</b>	<b>Somewhat Important</b>	<b>Not Very Important</b>	<b>Not Applicable</b>
a. Group RRSP	μ	μ	μ	μ
b. Group RESP	μ	μ	μ	μ
c. Group Banking	μ	μ	μ	μ
d. Discount Car Rental	μ	μ	μ	μ

**29. Would you like to add any benefits to the list? If yes, please specify:**

The following is related to insurance/health benefits above and obtaining this information is necessary if the association were to proceed with such a program. Only complete if you have an interest in such a program.

**30. Date Of Birth (DD/MM/YR)**

**31. Marriage Status**

- μ Single
- μ Married (including common law)

**32. Dependents:**

- μ 1
- μ 2
- μ 3 or more

**33. Current Group Coverage (where?):**

- μ Employer Plan
- μ Dental under spousal plan
- μ Other
- μ None