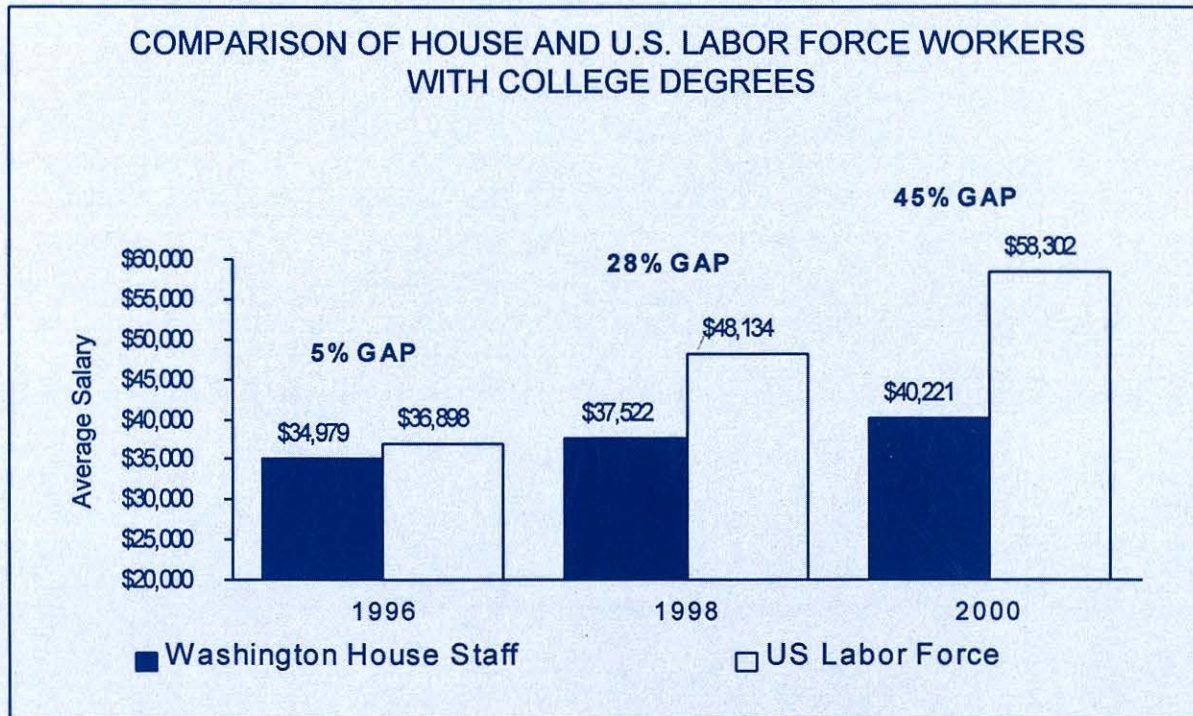


# 2000 HOUSE STAFF EMPLOYMENT STUDY



Made possible by the support of:

*American Plastics Council*  
*American Society of Association Executives*  
*National Food Processors Association*  
*PricewaterhouseCoopers*

**A Congressional Management Foundation Report**



## Acknowledgements

This report would not have been possible without the contributions of many people. CMF would first like to thank the 183 House offices that took the time to complete the survey on which this report is based. John McCamman, President of the House Administrative Assistants Association (HAAA) and Chief of Staff for Rep. Radanovich, and Nora Matus, Vice-President of the HAAA and Chief of Staff for Rep. Thurman, were extremely helpful in distribution of the survey and lobbying fellow House Chiefs of Staff to participate. Steve Sutton of Rep. Terry's office was tireless in his effort to encourage a number of his fellow Chiefs of Staff to complete the survey. Suzanne Farmer (Rep. Davis), Rita Jaramillo (Rep. Hinojosa), Diane Liesman (Rep. LaHood), Ross Peterson (Rep. Minge), Chuck Pike (Rep. Toomey), and Kiersten Stewart (formerly of Rep. Hinchey) advised CMF on the revision of the survey to ensure the report continued to provide the most useful information to House offices. Their ideas enhanced the value of this year's report.

CMF is deeply grateful to the sponsors of this report who readily understand the importance of this study to House offices and made sure we had the necessary funding to produce the report. They supported our efforts to make sure the report was provided to the Members-elect days after the elections to assist them in the critical task of setting up their offices and hiring their staff. The companies who sponsored this report are:

**American Plastics Council**

**American Society of Association Executives**

**National Food Processors Association**

**PricewaterhouseCoopers**

This is the sixth House report published by CMF since 1990. While this is the second staff employment report I have completed, much thanks needs to be given to previous authors for developing a valuable template on which this report is based. Particularly, I want to thank Tom Klouda, author of the 1996 House and 1997 Senate reports. Tom "ran the numbers", did numerous cross-tabulations, and was a key editor. Additionally, I want to express my gratitude to my CMF colleagues for the valuable assistance and moral support they gave me as I worked on this project: Kathy Goldschmidt, Teddie Hathaway, Michael Patruznick, Patty Sheetz, and Monty Tripp.

As always, Dina Moss strengthened another CMF report with her fine editing. I also appreciate the important work of CMF's interns – Kevin Boss, Ramsey Burke, Lou Roselli, and Taliah Weiss. They were responsible for the survey data entry, the comparative data research, and designing the charts and graphs throughout the report.

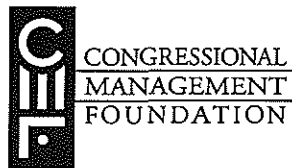
Finally, I would like to thank CMF's Executive Director, Rick Shapiro. His advice and analysis of the data not only aided me in the writing of this report but also improved the final product. I appreciate the confidence he has shown in me by giving me the opportunity to author *the 2000 House Staff Employment Study*.

Sheree Beverly

# 2000 House Staff Employment Study

Written by

Sheree L. Beverly



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## Summary of Key Findings

### 2000 House Staff Salaries

- The average 2000 salary across all positions for House personal office staff was \$42,314, an 8.1% increase since 1998 or an annualized 4.0% increase. Over the past decade, the increase in the average House salary outpaced inflation (42.3% vs. 32.1%). (see page 60)
- Increases in House staff salaries still fall short of the substantial pay increases that workers in the U.S. labor force are now receiving due to the robust national labor market. For example, since 1998, the pay gap between House staff holding bachelor's degrees and comparably educated employees in the national workforce has increased from \$10,612 to \$18,081 – a 17% increase. Overall, employees in the national workforce with bachelor's, master's and doctorate degrees earned 45%, 30% and 57.5% more, respectively, than comparably educated House staff. (see page 65)
- Similarly, the pay gap between the salaries of Washington-based House staff and their Washington counterparts in the executive branch increased since 1998. The average 2000 House salary for Washington-based staff of \$46,598 was 39% less than the average salary of DC-based federal employees – up from 22% in 1992. (see page 62)
- Among higher-paying positions, Senate staff earned significantly more than their House counterparts earned. Senate Chiefs of Staff earned 19% more than did House Chiefs of Staff, while Senate LDs, Press Secretaries, and LAs earned at least 30% more than did their House counterparts. (see pages 89-91)

### Office Benefit Practices

- The majority of House offices dedicated more than 75% of the 2000 budget (or MRA) increase to staff salaries and bonuses, demonstrating the significant pressures on House offices to keep pace with rising salaries nationally. (see page 52)
- Nearly half of all House offices used their MRA increase in 2000 to give staff an across-the-board cost of living increase. (see page 52)
- Eighty-four percent of House offices gave bonuses in 1999 to at least some of their staff. Of those staff receiving a bonus, the average bonus given was \$1,890. (see page 53)
- For those staff that received salary increases in 2000, the average raise they received was \$2,717. (see page 53)
- Overall, Republican offices provide more generous salary and bonus pay increases while Democratic offices provide more generous vacation and sick leave benefits. (see pages 53 and 54)

## **Staff Tenure**

- Since 1998, staff turnover in House personal offices declined markedly. Average tenure in *position* increased 11% to 3.0 years, average tenure in *office* increased 12% to 3.7 years, and average tenure in *Congress* increased 6% to 5.2 years. (see page 72)
- Staff tenure, however, is still very low. Nearly two-thirds of House staff have less than two years of experience in their current position, including 39% of Chiefs of Staff, 64% of Legislative Directors, and 74% of Press Secretaries. (see page 73)

## **Gender**

- Over the last two years, the pay of female staff as compared to male staff remained unchanged at 83 cents on the dollar – the lowest level since 1992. The pay gap was 82% in 1992, 84% in 1994, 86% in 1996, and 83% in 1998. (see pages 66-67)
- Female House staff still earned proportionally more than female workers nationwide, who earn only 66% of the pay of men in the U.S. labor force. (see page 67)
- Within jobs, the gender of staff did not affect pay in 11 out of 16 positions. However, for four positions – Chief of Staff, District Director, Press Secretary, and Field Representative – females earned less than males with comparable experience. For one position – Washington Staff Assistant – females earned more than males with comparable experience. (see page 67)

## **Race/Ethnicity**

- Black staff earned 95% of the pay of white staff in 2000, while Hispanic staff earned 83% of the pay of white staff in 2000. (see pages 68-69)
- The pay of minority staff in the House remained more equitable than the pay of minority workers in the U.S. labor force. Nationally, black employees earned 73% and Hispanics 62% of the pay of white employees. (see page 69)
- Washington-based black staff earned higher average salaries than did Washington-based white staff (\$48,464 vs. \$46,740). Black district staff earned less than their white counterparts (\$35,584 vs. \$37,339). (see page 68)
- Minorities had lower employment rates in House personal offices than they did in the U.S. labor force. In the House, blacks comprised 7.6% and Hispanics 5.3% of staff. Nationally, blacks comprised 11.0% and Hispanics 10.2% of the labor force. (see pages 84-85)

## **Staff Demographics**

- A very clear profile exists for the average House staffer: young, well-educated, single and without children. The average age is 34.7 years, 82.1% hold at least a bachelor's degree while 16.2% hold advanced degrees. Sixty-one percent are single and 66% have no children. In contrast, workers nationwide are approximately four years older, 63% are married, and only 25.5% have at least a bachelor's degree. (see pages 78,79 and 81)

## Purpose of the Report

The congressional staff job market is a relatively free market. The forces of supply and demand are the determining factors in setting staff salaries. With no established pay scales, no job qualification requirements, and no formal candidate selection processes, few regulations influence the course of the market. House personal offices are constrained only by a fixed office budget, a salary ceiling, the minimum wage, and the Fair Labor Standards Act. Therefore, within these constraints, the negotiation between employer and employee is the key process in setting the salaries of House staff.

Economic theory contends that for this negotiation process to work efficiently, both employers (buyers of labor) and employees (sellers of labor) should be knowledgeable about the activities and practices of the labor market. Without this information, buyers and sellers will have difficulty agreeing on fair market prices, and the negotiation process will often lead to inefficient agreements – the overcompensation of some staff and undercompensation of others. A secondary effect of inefficient agreements is buyer and seller dissatisfaction, which can potentially result in lower morale, an increase in staff turnover, and acrimony.

The Congressional Management Foundation produces its House and Senate Staff Employment reports in an effort to help promote a fair and efficient labor market in Congress between Members and staff.

### **A Word of Caution**

This report goes a long way towards describing the pay practices of House personal offices. It does not, however, contain all of the relevant information needed by management or staff to negotiate a fair wage. This is because not all the relevant and legitimate factors affecting staff pay can be easily measured. Other subjective factors to be considered during the negotiation process include loyalty, previous performance, political savvy, and variations in the cost of living<sup>1</sup>. This report should be used as one of several tools to help offices and staff better understand the House labor market.

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<sup>1</sup> Cost of living data is presented in Appendix D on page 94.



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# Individual Position Profiles and Analyses



# Position Profiles and Analyses

## Methodology

This section contains detailed analyses of 16 House personal office positions. Each position profile will allow you to:

- 1) Determine the average 2000 salaries for each position, as well as how much the average salaries have changed since 1998;
- 2) Determine the demographic make-up, FLSA status, and congressional work experience of a typical employee in each position;
- 3) Determine the demographic and tenure variables (such as age or work experience) that predict salary for each position.

The given sample size for each position profile reflects the number reported to hold the position as a primary job function. For example, an office's legislative correspondent may also have been reported as the office's system administrator. Since the staffer's primary duties were reported as that of legislative correspondent, his salary and demographic information is reported in the legislative correspondent profile and not in the profile of the systems administrator.

## Presentation of Salary Data

We calculated average salaries, median salaries, percentiles, salary ranges, and demographic data points using descriptive statistical functions.

Additionally, to help readers understand the distribution of salaries for each position, we use both percentile analyses and graphs.

## Percentiles

The 80<sup>th</sup>, 50<sup>th</sup>, and 20<sup>th</sup> percentiles were calculated for each position for two reasons: 1) They allow you to compare an individual's salary to the salaries of other individuals who hold the same job, and 2) They provide some information as to the nature of the distribution of salaries for that job.

There are two numbers involved in percentile values: a percentage and a corresponding salary level. With these you can identify the percentage of individuals earning at or below a given salary level. For example, consider the percentile data for Chiefs of Staff:

## SALARY PERCENTILES:

80% -- \$110,000

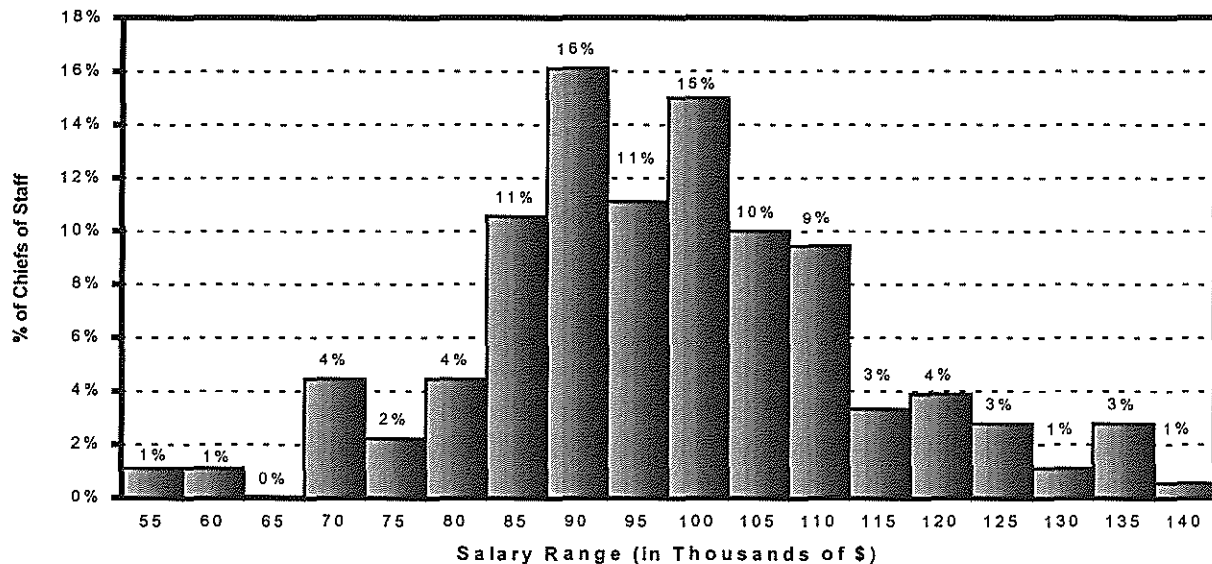
50% -- \$96,400

20% -- \$85,309

This data tells you that 80% of Chiefs of Staff earn \$110,000 per year or less, 50% earn \$96,400 or less, and 20% earn \$85,309 or less. Alternatively, you could look at it this way: a Chief of Staff earning \$110,000 is earning more money than 80% of his or her colleagues.

## Graphs

The graph for each position illustrates a series of salary ranges, and the percentage of people earning the salary of each given salary range. For example:



This is the Salary Distribution graph for Chiefs of Staff. In this example, each bar on the graph represents the percentage of Chiefs of Staff earning approximately the amount of money indicated by the number at the bottom of each bar (specifically, each interval is  $\pm$ \$2,500 of the value indicated). For example, the bar above the \$100,000 level can be interpreted as representing the number of respondents who earn between \$97,501 and \$102,500. Each bar also has a number above indicating the percentage of people represented by the bar. For example, 15% of Chiefs of Staff earn between \$97,501 and \$102,500.

## Regression Analysis

Identifying any possible independent variables affecting the salary for a specific position required more sophisticated analyses. For each position, CMF used a statistical procedure called Multiple Regression Analysis to determine the influence of eight variables on salary. This technique allowed us to assess the unique influence each variable had on salary by controlling for the effects of the other seven variables. The eight variables we analyzed were:

- 1) Age
- 2) Educational Attainment<sup>2</sup>
- 3) Years in Current Position
- 4) Prior years in Current Office (years in current office minus years in current position)
- 5) Prior Years in Congress (years in congress minus years in current office)
- 6) Level of Responsibility<sup>3</sup>
- 7) Gender
- 8) Race

In the “Variables Affecting Pay” section for each position, we list the independent variables influencing the salary in a “statistically significant” way (.05 level of significance). In other words, any variable listed affects the pay of that job in a unique way.

## Limitations of Regression Analysis

Regression analysis indicates which independent variables statistically predict or explain a dependent variable (e.g., salary). It should be noted, however, that our analysis does not include an exhaustive array of possible factors impacting a particular dependent variable. Thus, there may be factors not measured and tested by this study that may also affect salary decisions. Staff performance may be one example of such a factor.

Further, the results from the regression analysis are not meant to prescribe practices to be used by congressional offices in setting pay. For example, an office may want to make educational achievement a prime salary consideration for a job, even if the regression analysis indicates that most offices do not currently do so. Therefore, our information should be used as a guide in understanding general pay practices in House personal offices, and not as a recommendation for specific policies or actions.

---

<sup>2</sup> We asked offices to indicate the highest degree earned by each staff member. For the purposes of conducting the regression analysis, we converted educational attainment into years of education as follows:

<u>Highest Level Attained</u>	<u>Years of Education</u>
High School or Less	12
Some College	14
Bachelor’s Degree	16
Master’s Degree	18
Law Degree	19
Doctorate Degree	21

<sup>3</sup> This is a self-reported variable in which offices were asked to indicate whether a staff member has more, fewer, or about the same responsibilities as those we defined in the job description for each position in the survey. The job descriptions from the survey are included in each position analysis.

## Average Salary for all House Positions

Washington Positions	Average Salary	Percent 1998-2000
Chief of Staff	\$97,615	9.8%
Legislative Director	\$61,075	10.1%
Press Secretary	\$45,301	5.9%
Office Manager	\$44,009	10.9%
Scheduler	\$41,068	11.8%
Legislative Assistant <sup>4</sup>	\$37,321	8.9%
Systems Administrator	\$30,205	4.5%
Legislative Correspondent	\$26,745	11.2%
Staff Assistant (Washington)	\$23,849	9.6%
<b>Washington Staff Averages</b>	<b>\$46,598</b>	<b>9.5%</b>

### District Positions

District Director	\$62,152	6.7%
Grants and Projects Coordinator	\$37,285	12.5%
Field Representative	\$37,119	5.7%
District Scheduler	\$34,143	7.5%
Constituent Services Representative (District)	\$31,341	7.1%
Staff Assistant (District)	\$24,959	8.6%
<b>District Staff Averages</b>	<b>\$36,717</b>	<b>6.7%</b>

<sup>4</sup> Combines Legislative Assistant (General) and Legislative Assistant (Priority). See the Individual Position Profile Section for separate salary and demographic information for each of the Legislative Assistant positions.



## Average Tenure in Position, Office, and Congress for all House Positions

	Average Yrs. in Position	% Change Yrs. in Position 1998-2000	Average Yrs. in Office	Average Yrs. in Congress
<b>Washington Positions</b>				
Chief of Staff	4.5	21.6%	6.1	10.1
Office Manager	3.8	18.8%	4.4	8.3
Scheduler	3.5	34.6%	4.0	6.1
Legislative Director	2.6	0.0%	4.5	7.8
Press Secretary	2.2	10.0%	2.6	3.8
Systems Administrator	2.1	5.0%	2.5	4.1
Legislative Assistant <sup>5</sup>	1.8	0.0%	2.3	3.3
Legislative Correspondent	1.1	22.2%	1.4	1.8
Staff Assistant (Washington)	0.9	12.5%	0.9	1.3
<b>Washington Staff Averages</b>	<b>2.4</b>	<b>9.1%</b>	<b>3.1</b>	<b>5.0</b>
<b>District Positions</b>				
Constituent Services Representative	4.2	20.0%	4.5	5.7
District Director	4.2	16.7%	5.7	6.8
District Scheduler	3.9	5.4%	4.6	5.0
Field Representative	3.9	11.4%	4.2	5.1
Grants and Projects Coordinator	3.4	41.7%	4.1	5.3
Staff Assistant (District)	2.8	16.7%	2.9	3.3
<b>District Staff Averages</b>	<b>3.9</b>	<b>14.7%</b>	<b>4.4</b>	<b>5.4</b>

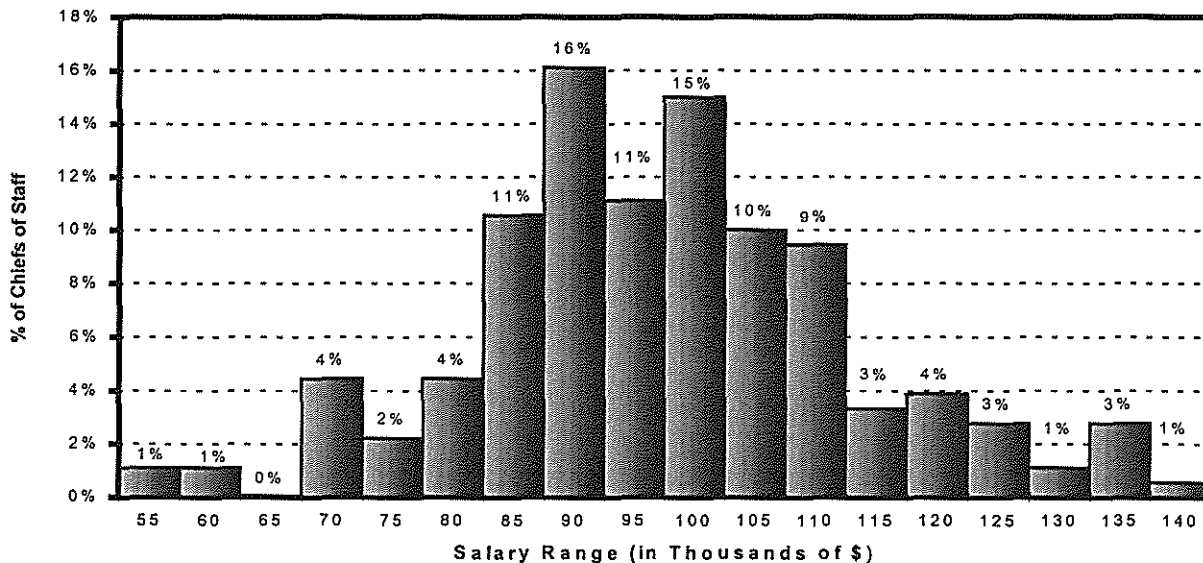
<sup>5</sup> Combines Legislative Assistant (General) and Legislative Assistant (Priority). See the Individual Position Profile Section for separate tenure and demographic information for each of the Legislative Assistant positions.

## Chief of Staff

**Responsibilities:** Top staff person responsible for overall office functions; oversees staff and budget; advises Member on political matters; responsible for hiring, promoting, and terminating staff; establishes office policies and procedures.

<b>AVERAGE SALARY 2000:</b>	<b>\$97,615</b>	<b>SALARY RANGE:</b>
<i>(Median Salary 2000:</i>	<i>\$96,675)</i>	\$53,200--\$139,450
Average Salary 1998:	\$88,936	<b>SALARY PERCENTILES:</b>
Percent Change 1998-2000:	9.8%	80% -- \$110,000
Average Annualized Change:	4.8%	50% -- \$96,400
<i>(Sample size = 180)</i>		20% -- \$85,309

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 15% of Chiefs of Staff earn between \$97,501 and \$102,500. (For a more detailed explanation of this graph, see page 8.)

## Chief of Staff

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>
Average years:			Female 31.7%
in Current Position	4.5	3.7	Male 68.3%
in Current Office	6.1	5.3	
in Congress	10.1	10.1	<b>RACE/ETHNICITY:</b>
<b>EDUCATIONAL ATTAINMENT:</b>			Asian 0.6%
High School or less	0.6%		Black 6.2%
Some College	5.0%		Hispanic 2.2%
Bachelor's Degree	52.2%		White 90.4%
Master's Degree	22.8%		Other 0.6%
Law Degree	17.8%		<b>AVERAGE AGE: 40</b>
Doctorate Degree	1.7%		<b>MARITAL STATUS:</b>
<b>FLSA STATUS:</b>			Single 43.3%
Exempt	95.4%		Married 56.7%
Non-Exempt	4.6%		<b>PARENTAL STATUS:</b>
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			Children 42.5%
More Duties	60.1%		No Children 57.5%
Same Duties	36.4%		
Fewer Duties	3.5%		

**General Findings:** Chiefs of Staff are the highest paid staff in House offices and rank at the top in average tenure in position, office and Congress. Throughout the last decade, Chiefs of Staff have continually been the highest paid and most experienced of all House staff. The 55% increase in average salary since 1990 is the highest of all salary increases among House staff. The Chief of Staff position has the lowest turnover rate, relative to other House positions: 83% have been in their position for at least a year and 61% for at least two years.

Since 1998, the percentage of Chiefs of Staff who are black has increased 4% (2.2% to 6.2%).

Chiefs of Staff rank first in the percentage of individuals holding advanced degrees (42.3%).

### Variables Affecting Pay:

- ↖ Greater age
- ↖ Gender (males tend to earn higher salaries than females)
- ↖ More years in current position

The above 3 variables were found to be statistically significant predictors of higher pay for Chiefs of Staff. (see page 9 for a complete explanation of Regression Analysis.)

## Legislative Assistant (General)<sup>6</sup>

**Responsibilities:** Handles issues outside the Member's priority areas; briefs Member on votes and hearings; staffs Member at hearings; meets with constituents; answers constituent mail; prepares speeches and record statements.

**AVERAGE SALARY 2000:** **\$33,196**                      **SALARY RANGE:**  
*(Median Salary 2000:*                      *\$32,000)*                      \$22,000--\$67,000

Average Salary 1998:                      N/A

Percent Change 1998-2000:                      N/A

Average Annualized Change:                      N/A

*(Sample size = 209)*

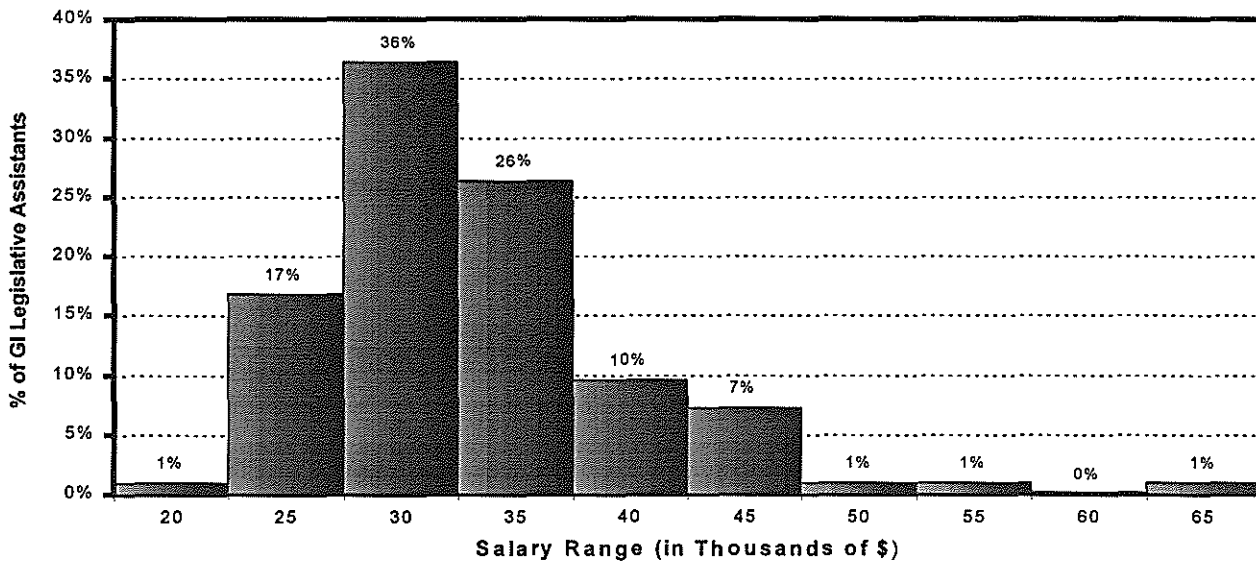
**SALARY PERCENTILES:**

80% -- \$37,800

50% -- \$32,000

20% -- \$28,000

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 36% of Legislative Assistants (General) earn between \$27,501 and \$32,500. (For a more detailed explanation of this graph, see page 8.)

<sup>6</sup> The 2000 House Staff Employment Study for the first time reports on the uses of two Legislative Assistant positions with respect to job description. Consequently, there is no comparative data to report.



## Legislative Assistant (General)

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>
Average years:			Female 46.9%
in Current Position	1.5	N/A	Male 53.1%
in Current Office	2.1	N/A	
in Congress	2.7	N/A	<b>RACE/ETHNICITY:</b>
			Asian 2.4%
			Black 6.7%
			Hispanic 2.9%
			White 86.1%
			Other 1.9%
<b>EDUCATIONAL ATTAINMENT:</b>			<b>AVERAGE AGE: 28</b>
High School or less	0.0%		
Some College	1.0%		
Bachelor's Degree	78.9%		
Master's Degree	10.0%		
Law Degree	8.6%		
Doctorate Degree	1.4%		
			<b>MARITAL STATUS:</b>
<b>FLSA STATUS:</b>			Single 87.6%
Exempt	86.7%		Married 12.4%
Non-Exempt	13.3%		
			<b>PARENTAL STATUS:</b>
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			Children 2.9%
More Duties	22.3%		No Children 97.1%
Same Duties	71.6%		
Fewer Duties	6.1%		

**General Findings:** This is the first time the Legislative Assistant position has been divided according to job duties. Only 18% of LAs (General) have been in their position for more than two years, and their average tenure in position, office, and Congress exceeds those of only Staff Assistants (Washington) and LCs. Additionally, 99% of LAs (General) have at least a bachelor's degree, ranking them second in this regard. This indicates that the position most commonly serves as a transition to a career on the legislative track for young, educated congressional staff.

Additionally, 13.9% of LAs (General) are minorities. This is the highest percentage among all the "Policy" positions. (see page 83 for a description of "Policy" positions).

### Variables Affecting Pay:

- ↖ Greater age
- ↖ More prior years in Congress
- ↖ More years in current position
- ↖ Greater job responsibility

The above 4 variables were found to be statistically significant predictors of higher pay for Legislative Assistants (General). (see page 9 for a complete explanation of Regression Analysis.)

## Legislative Assistant (Priority)<sup>7</sup>

**Responsibilities:** Same duties as General Issues LA, but handles Member's priority issues (committee, district or mission related); develops legislation and strategies for legislative priorities; staffs Member at mark-ups and hearings.

**AVERAGE SALARY 2000:** **\$40,723**                      **SALARY RANGE:**  
*(Median Salary 2000:*                      *\$38,000)*                      \$25,000--\$96,200

Average Salary 1998:                      N/A

Percent Change 1998-2000:                      N/A

Average Annualized Change:                      N/A

*(Sample size = 245)*

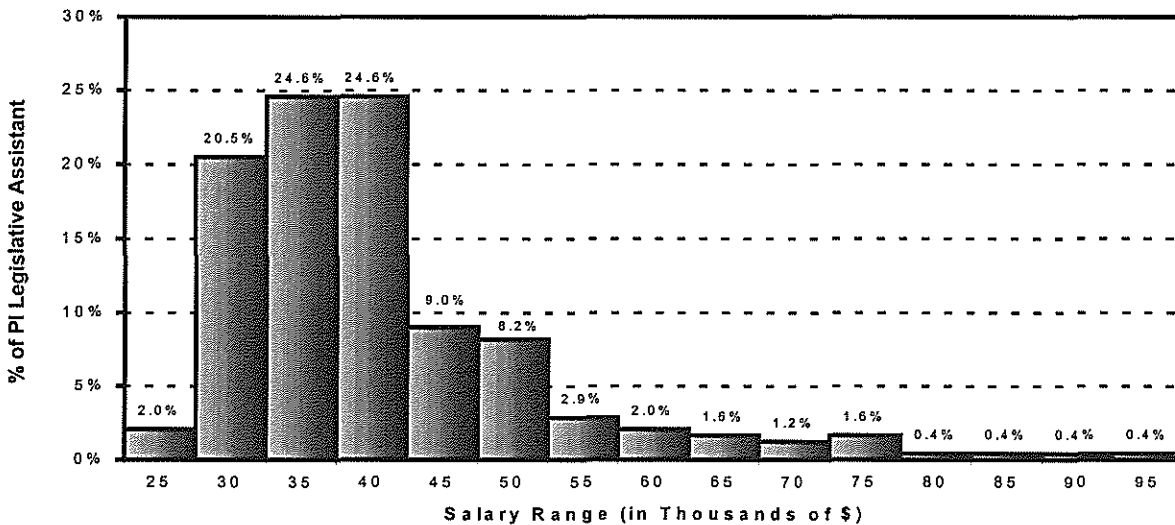
**SALARY PERCENTILES:**

80% -- \$47,000

50% -- \$38,000

20% -- \$32,000

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 24.6% of Legislative Assistants (Priority) earn between \$37,501 and \$42,500. (For a more detailed explanation of this graph, see page 8.)

<sup>7</sup> The 2000 House Staff Employment Study for the first time reports on the uses of two Legislative Assistant positions with respect to job description. Consequently, there is no comparative data to report.

## Legislative Assistant (Priority)

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>	
Average years:			Female	43.7%
in Current Position	1.8	N/A	Male	56.3%
in Current Office	2.4	N/A		
in Congress	3.6	N/A	<b>RACE/ETHNICITY:</b>	
			Asian	2.1%
<b>EDUCATIONAL ATTAINMENT:</b>			Black	2.1%
High School or less	0.4%		Hispanic	2.1%
Some College	0.8%		White	90.8%
Bachelor's Degree	63.7%		Other	2.9%
Master's Degree	18.4%			
Law Degree	15.9%		<b>AVERAGE AGE: 29</b>	
Doctorate Degree	0.8%			
			<b>MARITAL STATUS:</b>	
<b>FLSA STATUS:</b>			Single	74.6%
Exempt	91.5%		Married	25.4%
Non-Exempt	8.5%			
			<b>PARENTAL STATUS:</b>	
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			Children	9.1%
More Duties	30.0%		No Children	90.9%
Same Duties	67.4%			
Fewer Duties	2.6%			

**General Findings:** This is the first time the Legislative Assistant position has been divided according to job duties. LAs (Priority) have more position, office, and congressional experience than LAs (General). Thirty-five percent of LAs (Priority) hold advanced degrees, ranking them third in this regard. This higher level of experience and educational attainment, as compared to LAs (General), is reflected in the higher average salary.

There are an average of 1.34 LAs (Priority) per congressional office, making it one of the most frequently staffed positions in the House.

### Variables Affecting Pay:

- ☞ Greater age
- ☞ More education
- ☞ More years in current position
- ☞ More years of prior experience in current office

The above 4 variables were found to be statistically significant predictors of higher pay for Legislative Assistants (Priority). (see page 9 for a complete explanation of Regression Analysis.)

## Legislative Correspondent

**Responsibilities:** Researches and writes legislative correspondence; conducts legislative research; assists Legislative Assistants as needed.

<b>AVERAGE SALARY 2000:</b>	<b>\$26,745</b>	<b>SALARY RANGE:</b>
<i>(Median Salary 2000:</i>	<i>\$25,000)</i>	\$21,000--\$65,000

Average Salary 1998: \$24,048

Percent Change 1998-2000: 11.2%

Average Annualized Change: 5.5%

*(Sample size = 94)*

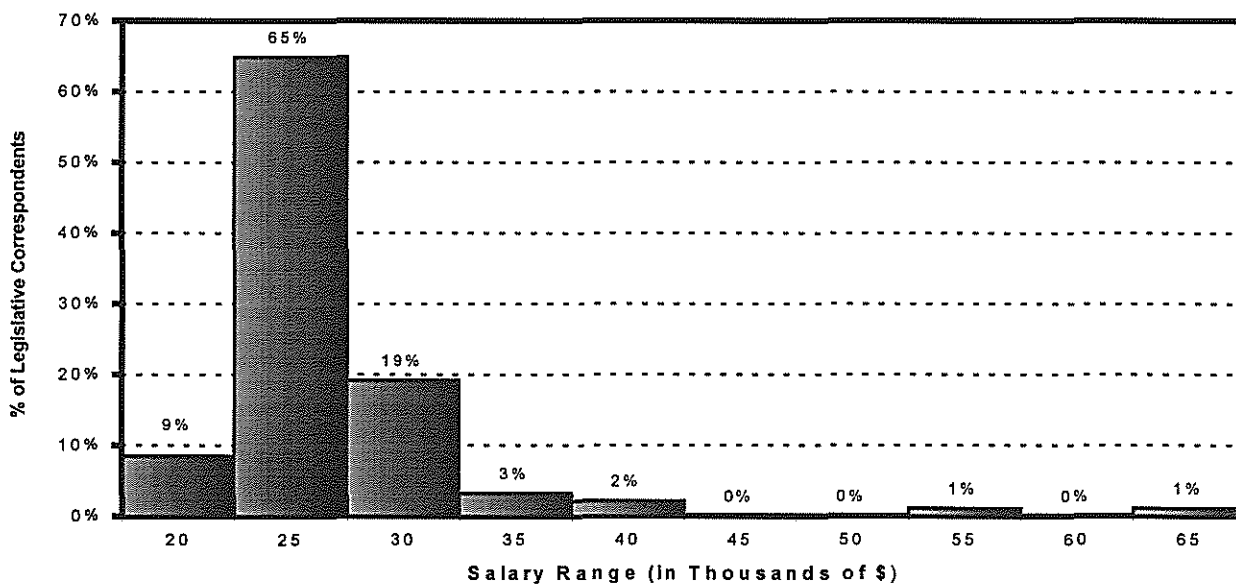
**SALARY PERCENTILES:**

80% -- \$28,500

50% -- \$25,000

20% -- \$23,500

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 65% of Legislative Correspondents earn between \$22,501 and \$27,500. (For a more detailed explanation of this graph, see page 8.)



## Legislative Correspondent

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>
Average years:			Female 48.9%
in Current Position	1.1	0.9	Male 51.1%
in Current Office	1.4	1.1	
in Congress	1.8	1.6	<b>RACE/ETHNICITY:</b>
<b>EDUCATIONAL ATTAINMENT:</b>			Asian 2.2%
High School or less	0.0%		Black 4.3%
Some College	2.1%		Hispanic 2.2%
Bachelor's Degree	86.2%		White 89.1%
Master's Degree	9.6%		Other 2.2%
Law Degree	2.1%		<b>AVERAGE AGE: 25</b>
Doctorate Degree	0.0%		<b>MARITAL STATUS:</b>
<b>FLSA STATUS:</b>			Single 93.6%
Exempt	57.1%		Married 6.4%
Non-Exempt	42.9%		<b>PARENTAL STATUS:</b>
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			Children 3.3%
More Duties	53.9%		No Children 96.7%
Same Duties	44.9%		
Fewer Duties	1.1%		

**General Findings:** The 27.3% increase in tenure in office and the 22.2% increase in tenure in position for LCs since 1998 are the highest and second-highest among Washington staff, respectively. This reverses a decade long trend in which the tenure of LCs across all categories had decreased by an average of one-half year. However, LCs continue to have the second lowest average tenure in position, office, and Congress and remain among the least experienced of congressional staff: 85% have been in their positions less than a year, and only 19% have more than two years of congressional experience.

LC is the only position for which race was a significant factor in predicting salary. Regression analysis indicates that minorities receive a higher salary than similarly qualified white LCs.

### Variables Affecting Pay:

- ↙ More prior years in Congress
- ↙ Less education
- ↙ Race (minorities tend to earn higher salaries than white individuals)
- ↙ More years of prior experience in current office

The above 4 variables were found to be statistically significant predictors of higher pay for Legislative Correspondents. (see page 9 for a complete explanation of Regression Analysis.)

## Legislative Director

**Responsibilities:** Establishes legislative agenda; directs legislative staff; serves as resource person for LAs; briefs Member on all legislative matters; reviews constituent mail.

**AVERAGE SALARY 2000:** **\$61,075**                      **SALARY RANGE:**  
*(Median Salary 2000:* *\$58,000)*    \$37,500--\$109,135

Average Salary 1998:                                      \$55,453

Percent Change 1998-2000:                                      10.1%

Average Annualized Change:                                      4.9%

*(Sample size = 161)*

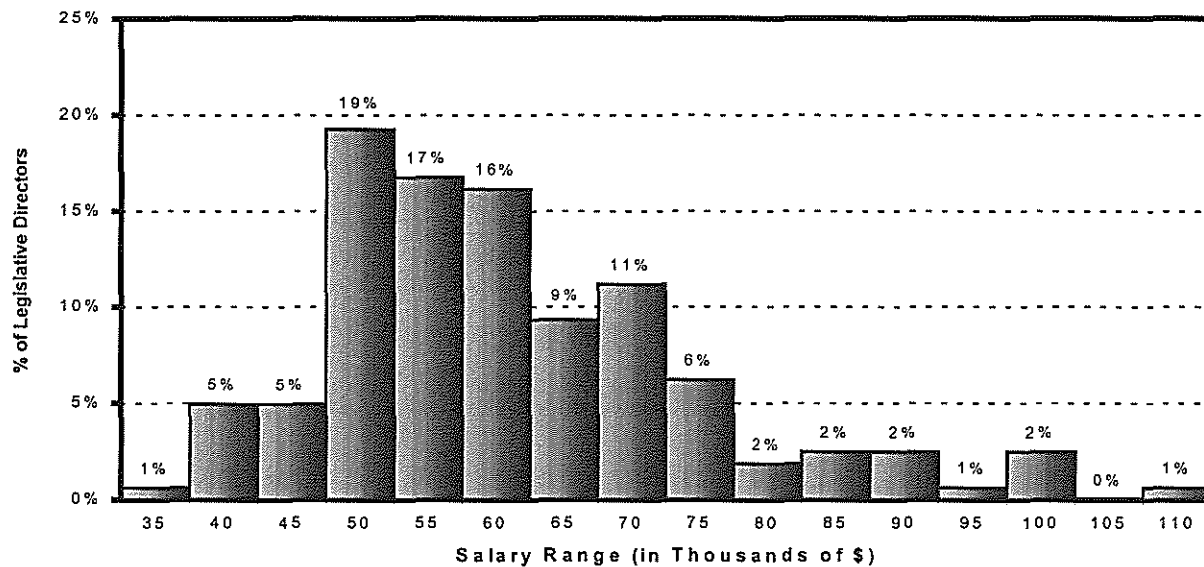
**SALARY PERCENTILES:**

80% -- \$70,000

50% -- \$58,000

20% -- \$50,000

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 16% of Legislative Directors earn between \$57,501 and \$62,500. (For a more detailed explanation of this graph, see page 8.)

## Legislative Director

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>
Average years:			Female 34.2%
in Current Position	2.6	2.6	Male 65.8%
in Current Office	4.5	4.3	
in Congress	7.8	8.1	<b>RACE/ETHNICITY:</b>
			Asian 0.0%
<b>EDUCATIONAL ATTAINMENT:</b>			Black 3.1%
High School or less	0.0%		Hispanic 0.6%
Some College	0.6%		White 95.0%
Bachelor's Degree	57.5%		Other 1.3%
Master's Degree	24.4%		
Law Degree	16.3%		<b>AVERAGE AGE: 33</b>
Doctorate Degree	1.3%		
			<b>MARITAL STATUS:</b>
<b>FLSA STATUS:</b>			Single 64.0%
Exempt	94.8%		Married 36.0%
Non-Exempt	5.2%		
			<b>PARENTAL STATUS:</b>
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			Children 16.9%
More Duties	29.8%		No Children 83.1%
Same Duties	60.3%		
Fewer Duties	9.9%		

**General Findings:** LDs have the third-highest average salary of any position, trailing only Chiefs of Staff and District Directors. The 47.7% increase in average salary over the past decade is the second highest among all House staff. LDs are also among the most experienced of House staff. Ninety-four percent of LDs have more than 2 years of congressional experience, and their 7.8 average years of congressional experience is third highest among all House staff. LDs averaged 1.9 years of office experience before attaining their current position (the highest such figure for all positions). This suggests LDs are promoted from within the office more frequently than are staff in other positions.

The educational attainment of LDs is quite high: almost 100% of LDs have a bachelor's degree and 42% have received advanced degrees. This position has the second-highest percentage of staff holding graduate degrees.

### Variables Affecting Pay:

↳ **More years in current position**

When controlling for the effects of all other variables, the above is the only variable which tended to be strongly associated with higher salaries for Legislative Directors. (see page 9 for a complete explanation of Regression Analysis.)

## Office Manager

**Responsibilities:** Assists Chief of Staff in managing office functions, complying with CAA and ethics policies, and financial disclosure reporting; maintains office equipment, furniture, supplies, and filing systems; manages office accounts.

**AVERAGE SALARY 2000:** **\$44,009**                      **SALARY RANGE:**  
*(Median Salary 2000:*                      *\$41,750)*                      \$21,000--\$84,000

Average Salary 1998:                      \$39,691

Percent Change 1998-2000:                      10.9%

Average Annualized Change:                      5.3%

*(Sample size = 108)*

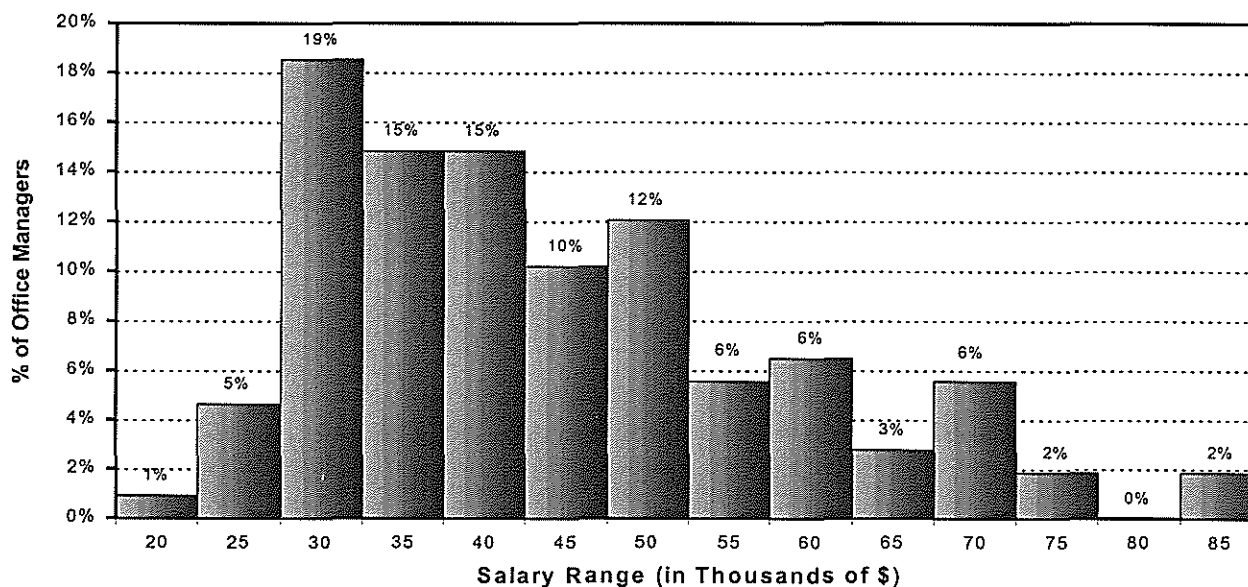
**SALARY PERCENTILES:**

80% -- \$55,200

50% -- \$41,750

20% -- \$31,700

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 15% of Office Managers earn between \$37,501 and \$42,500. (For a more detailed explanation of this graph, see page 8.)



## Office Manager

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>	
Average years:			Female	86.0%
in Current Position	3.8	3.2	Male	14.0%
in Current Office	4.4	3.9		
in Congress	8.3	8.4	<b>RACE/ETHNICITY:</b>	
			Asian	1.9%
<b>EDUCATIONAL ATTAINMENT:</b>			Black	6.5%
High School or less	5.6%		Hispanic	7.5%
Some College	16.8%		White	84.1%
Bachelor's Degree	74.8%		Other	0.0%
Master's Degree	1.9%			
Law Degree	0.9%		<b>AVERAGE AGE:</b>	36
Doctorate Degree	0.0%		<b>MARITAL STATUS:</b>	
			Single	62.6%
<b>FLSA STATUS:</b>			Married	37.4%
Exempt	84.5%			
Non-Exempt	15.5%		<b>PARENTAL STATUS:</b>	
			Children	28.2%
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			No Children	71.8%
More Duties	65.4%			
Same Duties	24.3%			
Fewer Duties	10.3%			

**General Findings:** Since 1998, the average salary for Office Managers has increased 10.9%. Over the last decade, the average salary for OMs has increased 46.9%. Nearly two-thirds of the OMs responding to the survey reported a higher level of responsibility with respect to the job description provided. This is the highest reported percentage among all House staff. Furthermore, among the OMs reporting a secondary position, 68% are also the office Schedulers. The substantial increase in average salary and increased job responsibilities are evidence of the continued practice of eliminating the Scheduler position, and assigning its duties and responsibilities to the OM.

The OM position has the second-highest percentage of minority staff among Washington positions, second only to Staff Assistants. Additionally, OMs remain predominately female.

### Variables Affecting Pay:

- ↳ Greater age
- ↳ More years in current position
- ↳ More prior years in Congress

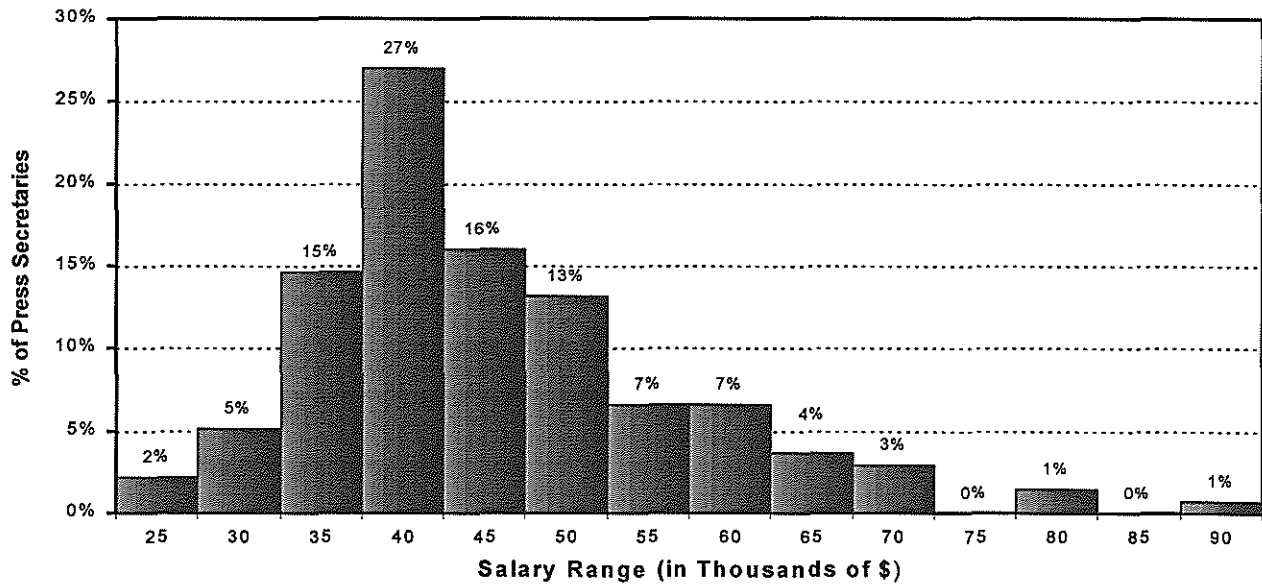
The above 3 variables were found to be statistically significant predictors of higher pay for Office Managers. (see page 9 for a complete explanation of Regression Analysis.)

## Press Secretary

**Responsibilities:** Manages all communications with the media; speaks with reporters; prepares Member for interviews; drafts press releases, newspaper columns, and speeches.

<b>AVERAGE SALARY 2000:</b>	<b>\$45,301</b>	<b>SALARY RANGE:</b>
<i>(Median Salary 2000:</i>	<i>\$43,000)</i>	\$26,000--\$90,000
Average Salary 1998:	\$42,578	<b>SALARY PERCENTILES:</b>
Percent Change 1998-2000:	6.4%	80% -- \$53,400
Average Annualized Change:	3.1%	50% -- \$43,000
<i>(Sample size = 138)</i>		20% -- \$35,600

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 27% of Press Secretaries earn between \$37,501 and \$42,500. (For a more detailed explanation of this graph, see page 8.)

## Press Secretary

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>
Average years:			Female 40.6%
in Current Position	2.2	2.0	Male 59.4%
in Current Office	2.6	2.2	
in Congress	3.8	3.3	<b>RACE/ETHNICITY:</b>
			Asian 1.5%
<b>EDUCATIONAL ATTAINMENT:</b>			Black 2.9%
High School or less	0.0%		Hispanic 5.9%
Some College	2.2%		White 89.7%
Bachelor's Degree	81.2%		Other 0.0%
Master's Degree	13.0%		
Law Degree	3.6%		<b>AVERAGE AGE: 31</b>
Doctorate Degree	0.0%		
			<b>MARITAL STATUS:</b>
<b>FLSA STATUS:</b>			Single 74.6%
Exempt	96.2%		Married 25.4%
Non-Exempt	3.8%		
			<b>PARENTAL STATUS:</b>
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			Children 19.4%
More Duties	33.1%		No Children 80.6%
Same Duties	63.8%		
Fewer Duties	3.1%		

**General Findings:** Press Secretaries have served in their current offices only slightly longer than they have served in their position. This indicates that staffers are rarely promoted into Press Secretary jobs from within their own office. Instead, Press Secretaries are usually hired from other organizations. This has been a common trend over the past decade.

The percentage of females staffing this position has declined by 5% since peaking at 45.6% in 1992.

Press Secretaries are highly educated: 97.8% have bachelor's degrees and 16.6% hold advanced degrees.

### Variables Affecting Pay:

- ↗ More years of prior experience in current office
- ↗ Greater age
- ↗ **Gender** (males tend to earn higher salaries than females)
- ↗ Greater job responsibility

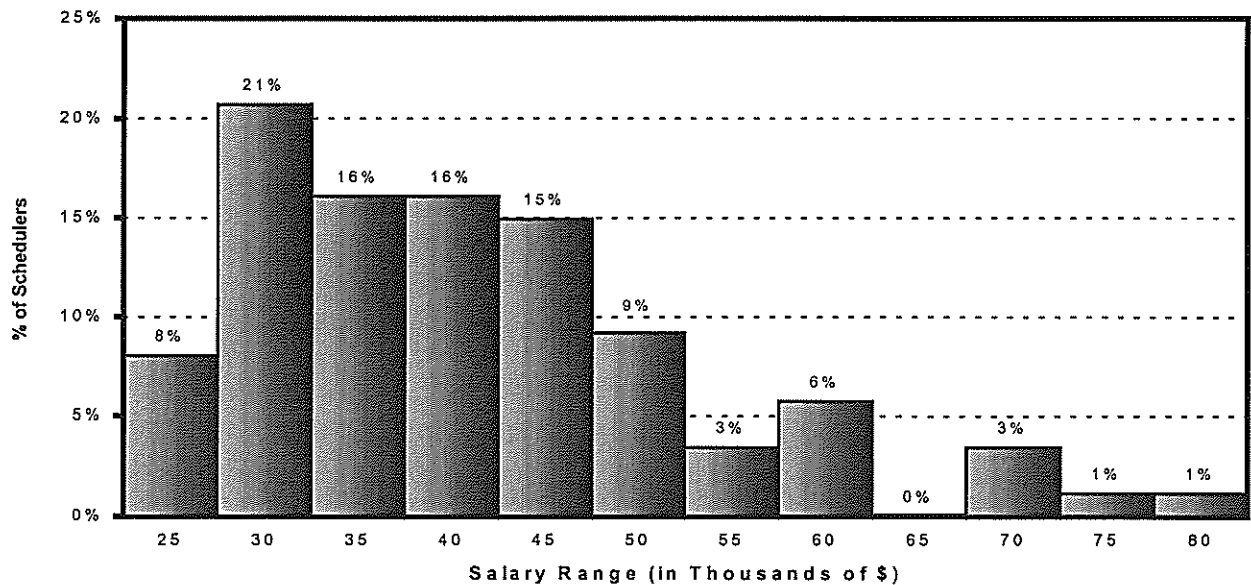
The above 4 variables were found to be statistically significant predictors of higher pay for Press Secretaries. (see page 9 for a complete explanation of Regression Analysis.)

## Scheduler

**Responsibilities:** Manages Member's schedule; reviews and researches invitations; handles Member's personal files, correspondence, and travel arrangements.

<b>AVERAGE SALARY 2000:</b>	<b>\$41,068</b>	<b>SALARY RANGE:</b>
<i>(Median Salary 2000:</i>	<i>\$39,700)</i>	\$23,000--\$80,000
Average Salary 1998:	\$36,736	
Percent Change 1998-2000:	11.8%	<b>SALARY PERCENTILES:</b>
Average Annualized Change:	5.7%	80% -- \$49,400
<i>(Sample size = 87)</i>		50% -- \$39,700
		20% -- \$30,000

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 21% of Schedulers earn between \$27,501 and \$32,500. (For a more detailed explanation of this graph, see pages 8.)

## Scheduler

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>
Average years:			Female 89.5%
in Current Position	3.5	2.6	Male 10.5%
in Current Office	4.0	3.3	
in Congress	6.1	5.7	<b>RACE/ETHNICITY:</b>
			Asian 0.0%
<b>EDUCATIONAL ATTAINMENT:</b>			Black 9.4%
High School or less	8.0%		Hispanic 1.2%
Some College	13.8%		White 88.2%
Bachelor's Degree	75.9%		Other 1.2%
Master's Degree	2.3%		
Law Degree	0.0%		<b>AVERAGE AGE:</b> 34
Doctorate Degree	0.0%		
			<b>MARITAL STATUS:</b>
<b>FLSA STATUS:</b>			Single 70.9%
Exempt	82.1%		Married 29.1%
Non-Exempt	17.9%		
			<b>PARENTAL STATUS:</b>
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			Children 22.6%
More Duties	62.8%		No Children 77.4%
Same Duties	30.2%		
Fewer Duties	7.0%		

**General Findings:** Only 48.1% of the Schedulers in the survey reported this position as their primary job. Since 1998, the percentage of offices staffing the position has dropped 9% (from 57% to 48%). Most often, the responsibilities of the Scheduler were combined with those of the Office Manager. Additionally, Schedulers had the highest increase in average salary (11.8%) of all Washington staff, with 63% reporting a higher level of responsibility than that given in the job description. All this information is further evidence of the merging of the Scheduler and Office Manger postions by congressional offices.

The Scheduler position has the highest percentages of female and black staffers of all Washington-based positions.

### Variables Affecting Pay:

- ↖ Greater age
- ↖ Greater job responsibility
- ↖ More years in current position

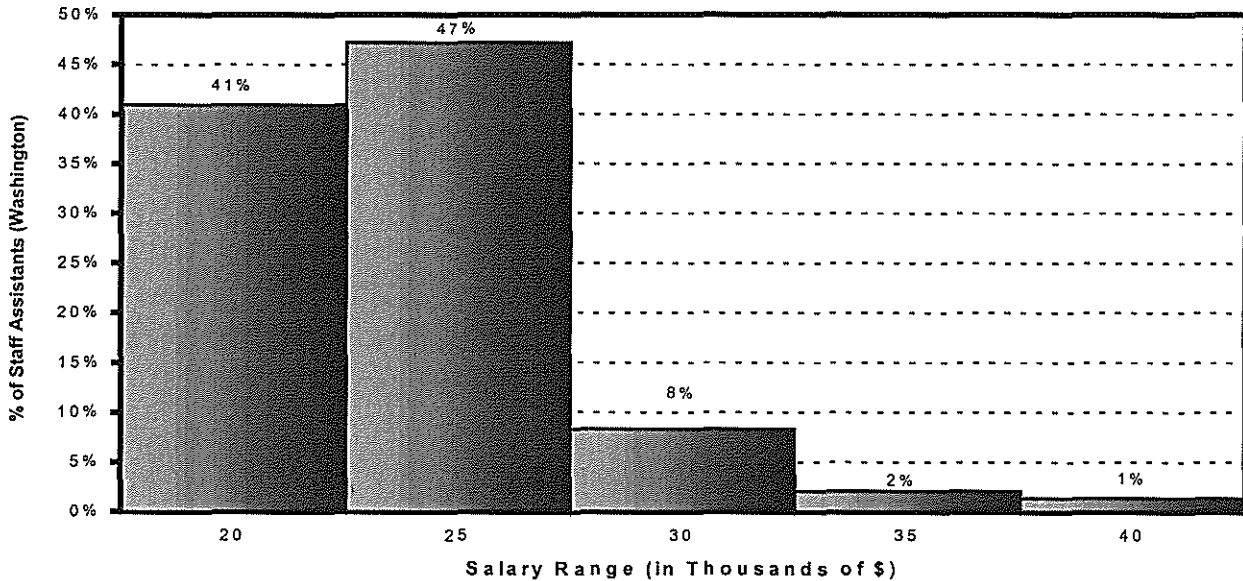
The above 3 variables were found to be statistically significant predictors of higher pay for Schedulers. (see page 9 for a complete explanation of Regression Analysis).

## Staff Assistant (Washington)

**Responsibilities:** Handles word processing, filing, faxing; responds to general constituent requests; processes tour and flag requests; staffs the front reception area, greets visitors and answers telephones.

<b>AVERAGE SALARY 2000:</b>	<b>\$23,849</b>	<b>SALARY RANGE:</b>
<i>(Median Salary 2000:</i>	<i>\$23,000)</i>	\$18,000--\$41,000
Average Salary 1998:	\$21,761	
Percent Change 1998-2000:	9.6%	<b>SALARY PERCENTILES:</b>
Average Annualized Change:	4.7%	80% -- \$25,000
<i>(Sample size = 144)</i>		50% -- \$23,000
		20% -- \$21,000

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 47% of Staff Assistants (Washington) earn between \$22,501 and \$27,500. (For a more detailed explanation of this graph, see page 8.)



## Staff Assistant (Washington)

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>
Average years:			Female 62.2%
in Current Position	0.9	0.8	Male 37.8%
in Current Office	0.9	0.9	
in Congress	1.3	0.9	
<b>EDUCATIONAL ATTAINMENT:</b>			<b>RACE/ETHNICITY:</b>
High School or less	1.4%		Asian 4.2%
Some College	10.6%		Black 8.5%
Bachelor's Degree	84.5%		Hispanic 2.8%
Master's Degree	2.8%		White 81.7%
Law Degree	0.7%		Other 2.8%
Doctorate Degree	0.0%		
<b>FLSA STATUS:</b>			<b>AVERAGE AGE: 25</b>
Exempt	20.9%		<b>MARITAL STATUS:</b>
Non-Exempt	79.1%		Single 95.1%
			Married 4.9%
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			<b>PARENTAL STATUS:</b>
More Duties	32.8%		Children 5.0%
Same Duties	64.2%		No Children 95.0%
Fewer Duties	2.9%		

**General Findings:** Staff Assistants received the lowest average pay of any House staff. However, the 9.6% pay increase since 1998 is the highest increase reported for this position over a two year time period since 1992. Though there was no reported decrease in any of the tenure categories for this position for the first time since 1992, Staff Assistants continued to have the lowest average tenure in position, office, and Congress. Staff Assistants remain the lowest paid, least experienced, and youngest of all House staff. This makes Staff Assistant the most entry-level position on the Hill.

### Variables Affecting Pay:

- ↳ More years of prior congressional experience
- ↳ More years in current position
- ↳ Gender (females tend to earn higher salaries than males)

The above 3 variables were found to be statistically significant predictors of higher pay for Staff Assistants (Washington). (see page 9 for a complete explanation of Regression Analysis.)

# Systems Administrator

**Responsibilities:** Manages all computer hardware and software systems used by office; maintains office Web site, Internet and Intranet systems; acts as liaison with vendors and HIR; answers staff's computer questions; manages constituent mail processing.

<b>AVERAGE SALARY 2000:</b>	<b>\$30,205</b>	<b>SALARY RANGE:</b>
<i>(Median Salary 2000:</i>	<i>\$28,000)</i>	\$20,800--\$68,450

Average Salary 1998: \$28,901

Percent Change 1998-2000: 4.5%

Average Annualized Change: 2.2%

*(Sample size = 79)*

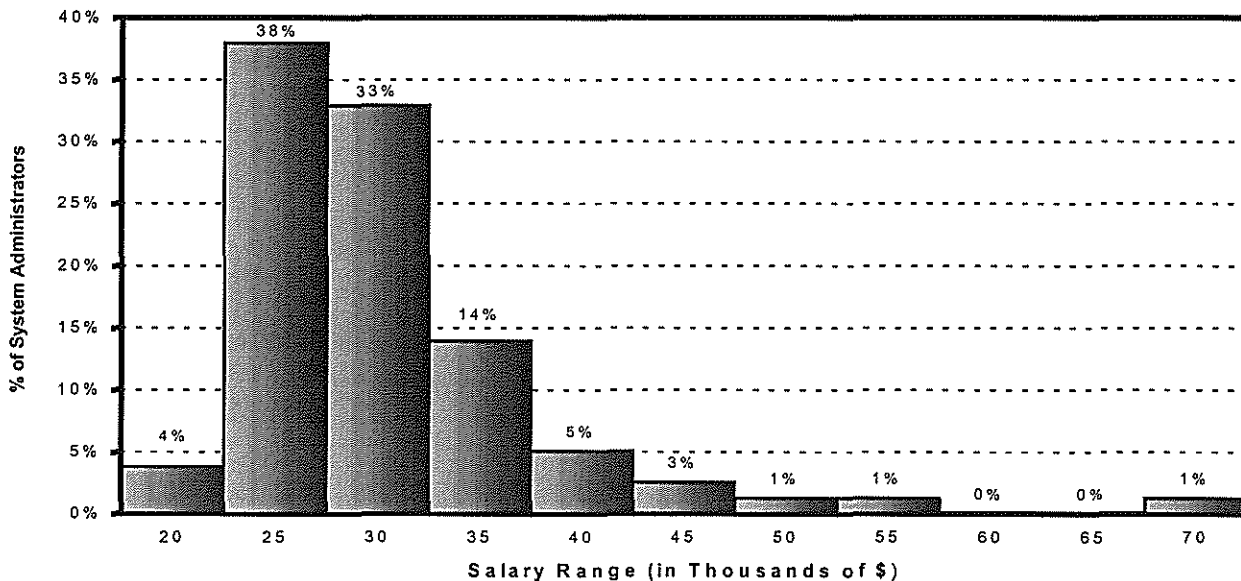
**SALARY PERCENTILES:**

80% -- \$34,000

50% -- \$28,000

20% -- \$25,000

## Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 33% of System Administrators earn between \$27,501 and \$32,500. (For a more detailed explanation of this graph, see page 8.)

## Systems Administrator

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>	
Average years:			Female	46.8%
in Current Position	2.1	2.0	Male	53.2%
in Current Office	2.5	2.3		
in Congress	4.1	3.6	<b>RACE/ETHNICITY:</b>	
<b>EDUCATIONAL ATTAINMENT:</b>			Asian	2.6%
High School or less	2.5%		Black	3.8%
Some College	10.1%		Hispanic	3.8%
Bachelor's Degree	84.8%		White	85.9%
Master's Degree	2.5%		Other	3.8%
Law Degree	0.0%		<b>AVERAGE AGE:</b>	27
Doctorate Degree	0.0%		<b>MARITAL STATUS:</b>	
<b>FLSA STATUS:</b>			Single	91.1%
Exempt	62.3%		Married	8.9%
Non-Exempt	37.7%		<b>PARENTAL STATUS:</b>	
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			Children	7.7%
More Duties	48.7%		No Children	92.3%
Same Duties	47.4%			
Fewer Duties	3.9%			

**General Findings:** Only 47% of the Systems Administrators in the survey reported this position as their primary job. There are, on average, 0.43 SAs per office, making it the least commonly staffed Washington position and the second least commonly staffed position in House offices overall. With the decrease in the number of primary duty SAs, other staff have been forced to take over system administration for their office. The staff reporting that they performed SA duties as a secondary job were most commonly LAs (General), Office Managers, and LCs.

In 1990, nearly two-thirds of reported SAs were female. However, over the past decade, there has been a 16% swing in the percentage of females and males staffing this position. Male staffers now make up a majority of staff in this position at 53.2%.

### Variables Affecting Pay:

↳ Greater age

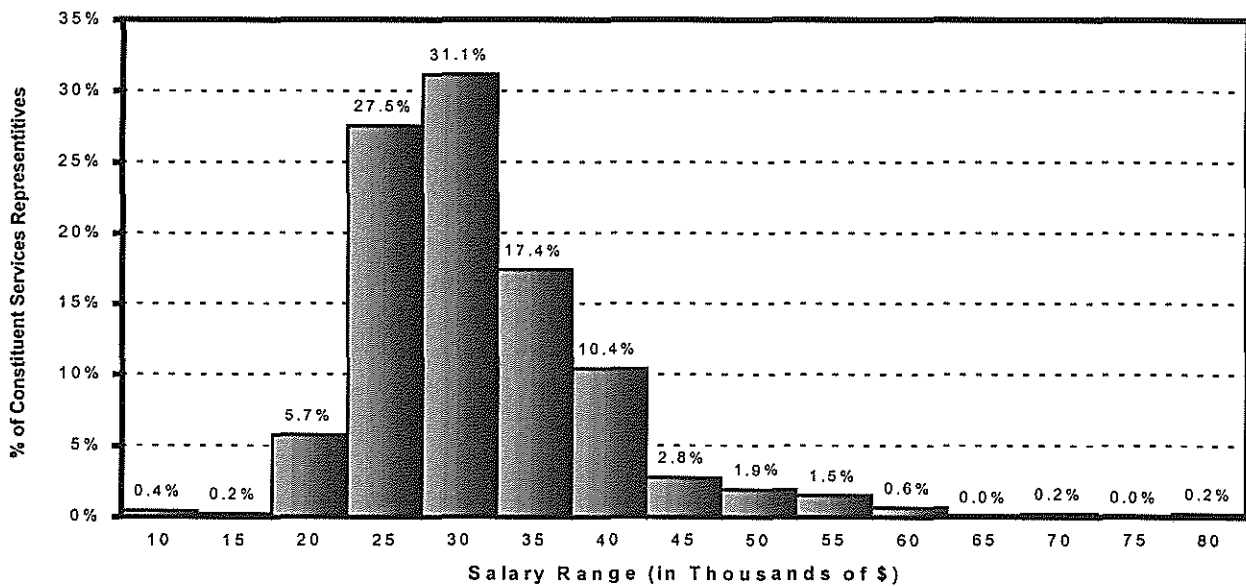
When controlling for the effects of all other variables, the above is the only variable which tended to be strongly associated with higher salaries for Systems Administrators. (see page 9 for a complete explanation of Regression Analysis.)

## Constituent Services Representative

**Responsibilities:** Handles constituent casework; meets with constituents; contacts agencies and researches cases; notifies constituents of case resolution.

<b>AVERAGE SALARY 2000:</b>	<b>\$31,341</b>	<b>SALARY RANGE:</b>
<i>(Median Salary 2000:</i>	<i>\$30,000)</i>	\$12,000--\$80,000
Average Salary 1998:	\$29,269	
Percent Change 1998-2000:	7.1%	<b>SALARY PERCENTILES:</b>
Average Annualized Change:	3.5%	80% -- \$37,000
<i>(Sample size = 474)</i>		50% -- \$30,000
		20% -- \$25,000

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 31 % of Constituent Services Representatives earn between \$27,501 and \$32,500. (For a more detailed explanation of this graph, see page 8.)

## Constituent Services Representative

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>
Average years:			Female 72.6%
in Current Position	4.2	3.5	Male 27.4%
in Current Office	4.5	3.9	
in Congress	5.7	5.2	<b>RACE/ETHNICITY:</b>
			Asian 0.7%
<b>EDUCATIONAL ATTAINMENT:</b>			Black 13.3%
High School or less	13.6%		Hispanic 9.6%
Some College	25.9%		White 75.2%
Bachelor's Degree	55.6%		Other 1.3%
Master's Degree	4.3%		
Law Degree	0.6%		<b>AVERAGE AGE: 39</b>
Doctorate Degree	0.0%		
			<b>MARITAL STATUS:</b>
<b>FLSA STATUS:</b>			Single 45.2%
Exempt	51.5%		Married 54.8%
Non-Exempt	48.5%		
			<b>PARENTAL STATUS:</b>
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			Children 56.6%
More Duties	29.2%		No Children 43.4%
Same Duties	69.0%		
Fewer Duties	1.8%		

**General Findings:** Constituent Services Representative is the most commonly staffed House position. There are an average of 2.59 Constituent Service Representatives per House office. Of the offices responding to the survey, 92% staffed this position. Of the positions profiled in this report, this is the second most frequently staffed position, trailing only the Chief of Staff position.

Over the last decade, the average tenure in Congress for CSRs has increased 18.75%. This is the greatest increase among all House positions.

### Variables Affecting Pay:

- ↙ Greater age
- ↙ More years in current position
- ↙ Greater job responsibility
- ↙ More years of prior experience in current office
- ↙ More education

The above 5 variables were found to be statistically significant predictors of higher pay for Constituent Services Representatives. (see page 9 for a complete explanation of Regression Analysis.)

## District Director

**Responsibilities:** Manages overall district operation and work flow; responsible for recruiting, hiring, training, and managing district staff; represents Member at events; monitors district issues and politics, conducts staff outreach.

**AVERAGE SALARY 2000:** **\$62,152**                      **SALARY RANGE:**  
*(Median Salary 2000:*                      *\$61,400)*                      \$ 13,000--\$101,500

Average Salary 1998:                      \$58,265

Percent Change 1998-2000:                      6.7%

Average Annualized Change:                      3.3%

*(Sample size = 155)*

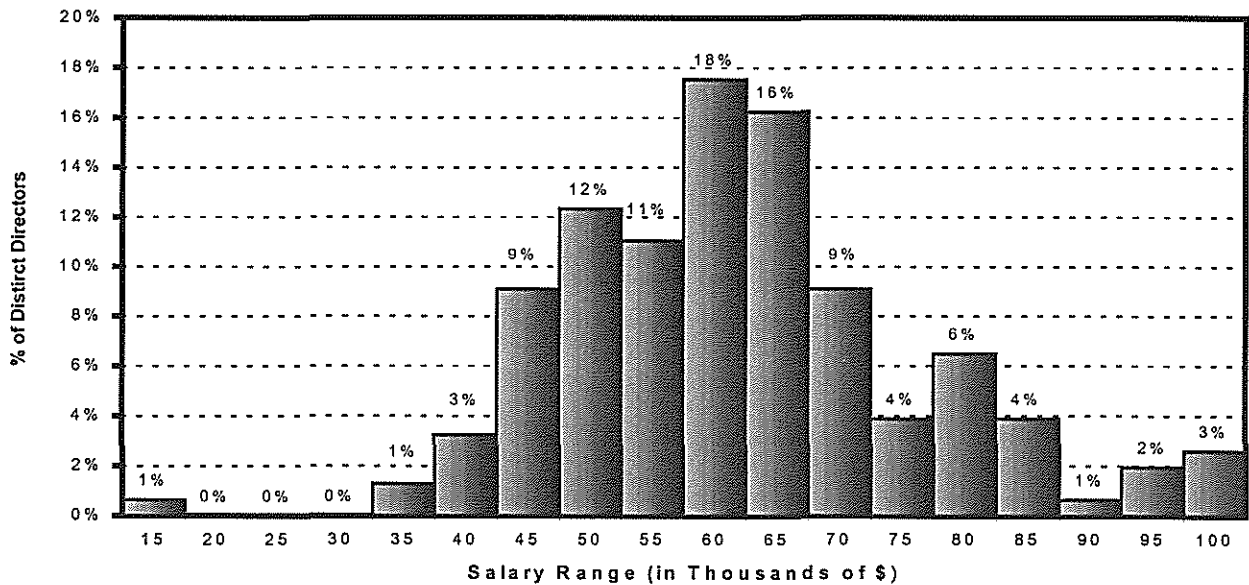
**SALARY PERCENTILES:**

80% -- \$72,300

50% -- \$61,400

20% -- \$50,000

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 18 % of District Directors earn between \$57,501 and \$62,500. (For a more detailed explanation of this graph, see page 8.)



## District Director

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>
Average years:			Female 47.1%
in Current Position	4.2	3.6	Male 52.9%
in Current Office	5.7	5.1	
in Congress	6.8	6.1	<b>RACE/ETHNICITY:</b>
			Asian 0.0%
<b>EDUCATIONAL ATTAINMENT:</b>			Black 5.9%
High School or less	5.8%		Hispanic 3.9%
Some College	11.6%		White 88.9%
Bachelor's Degree	61.9%		Other 1.3%
Master's Degree	10.3%		
Law Degree	8.4%		<b>AVERAGE AGE: 42</b>
Doctorate Degree	1.9%		
			<b>MARITAL STATUS:</b>
<b>FLSA STATUS:</b>			Single 28.4%
Exempt	95.4%		Married 71.6%
Non-Exempt	4.6%		
			<b>PARENTAL STATUS:</b>
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			Children 68.2%
More Duties	33.3%		No Children 31.8%
Same Duties	56.3%		
Fewer Duties	10.4%		

**General Findings:** Since 1998, the percentage of female District Directors has increased 10.2%. This reverses a decade long decline in the percentage of women staffing this position, from 52.7% in 1990 to a low of 36.9% in 1998.

The District Director is the highest paid position in district offices and the second highest paid position overall, trailing only Chiefs of Staff. Over the past decade, there has been a 47.5% increase in average salary for District Directors. This is the highest increase among district positions and the third highest among all House positions.

### Variables Affecting Pay:

- ↪ More years in current position
- ↪ Gender (males tend to earn higher salaries than females)
- ↪ Greater job responsibility
- ↪ More education

The above 4 variables were found to be statistically significant predictors of higher pay for District Directors. (see page 9 for a complete explanation of Regression Analysis.)

## District Scheduler

**Responsibilities:** Handles scheduling for Member in district; makes appointments for Member; responds to invitations.

**AVERAGE SALARY 2000:**                    **\$34,143**  
*(Median Salary 2000:*                    *\$33,000)*

**SALARY RANGE:**

\$ 15,000--\$61,000

Average Salary 1998:                    \$31,775

**SALARY PERCENTILES:**

Percent Change 1998-2000:                    7.5%

80% -- \$42,000

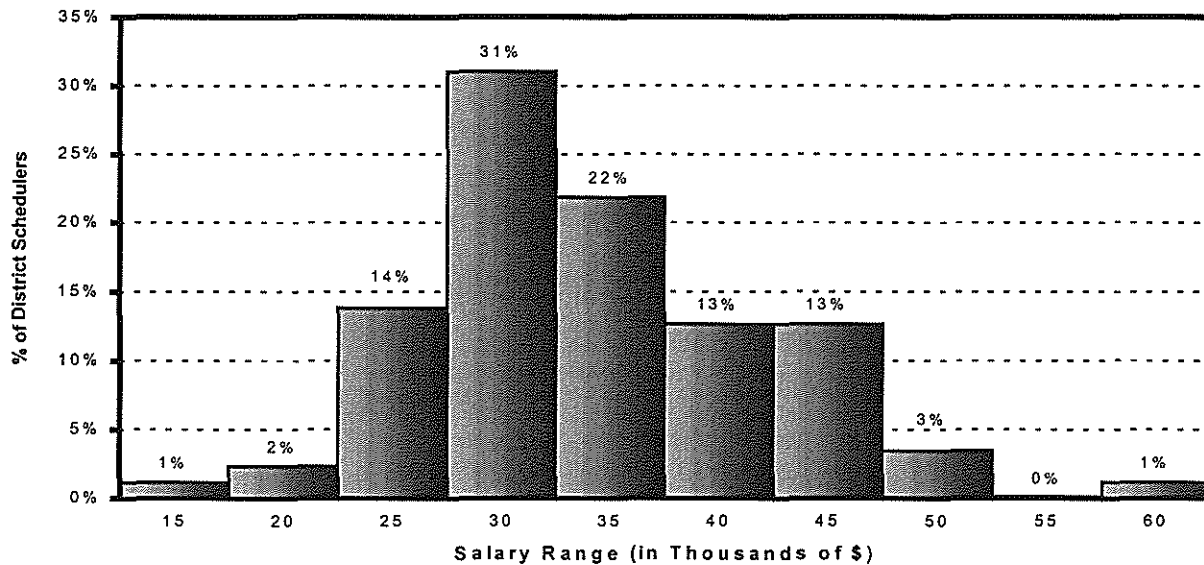
Average Annualized Change:                    3.7%

50% -- \$33,000

*(Sample size = 88)*

20% -- \$28,000

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 31 % of District Schedulers earn between \$27,501 and \$32,500. (For a more detailed explanation of this graph, see page 8.)

## District Scheduler

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>
Average years:			Female 88.4%
in Current Position	3.9	3.7	Male 11.6%
in Current Office	4.6	4.5	
in Congress	5.0	4.9	<b>RACE/ETHNICITY:</b>
			Asian 0.0%
<b>EDUCATIONAL ATTAINMENT:</b>			Black 8.0%
High School or less	12.8%		Hispanic 9.2%
Some College	25.6%		White 82.8%
Bachelor's Degree	59.3%		Other 0.0%
Master's Degree	2.3%		
Law Degree	0.0%		<b>AVERAGE AGE: 38</b>
Doctorate Degree	0.0%		
			<b>MARITAL STATUS:</b>
<b>FLSA STATUS:</b>			Single 55.2%
Exempt	60.7%		Married 44.8%
Non-Exempt	39.3%		
			<b>PARENTAL STATUS:</b>
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			Children 47.1%
More Duties	46.5%		No Children 52.9%
Same Duties	50.0%		
Fewer Duties	3.5%		

**General Findings:** District Schedulers had the third highest increase (7.5%) in average salary among district positions over the last two years.

District Schedulers are, on average, four years older and have less education than their Washington counterparts.

District Schedulers are overwhelming female (88.4%).

### Variables Affecting Pay:

#### ↳ More years in current position

When controlling for the effects of all other variables, the above is the only variable which tended to be strongly associated with higher salaries for District Schedulers. (see page 9 for a complete explanation of Regression Analysis.)

## Field Representative

**Responsibilities:** Works under the direction of the District Director; represents Member at meetings and events; helps shape Member's district schedule; accompanies Member to functions; conducts staff outreach.

<b>AVERAGE SALARY 2000:</b>	<b>\$37,119</b>	<b>SALARY RANGE:</b>
<i>(Median Salary 2000:</i>	<i>\$35,000)</i>	\$20,000--\$92,000

Average Salary 1998: \$35,114

**SALARY PERCENTILES:**

Percent Change 1998-2000: 5.7%

80% -- \$43,000

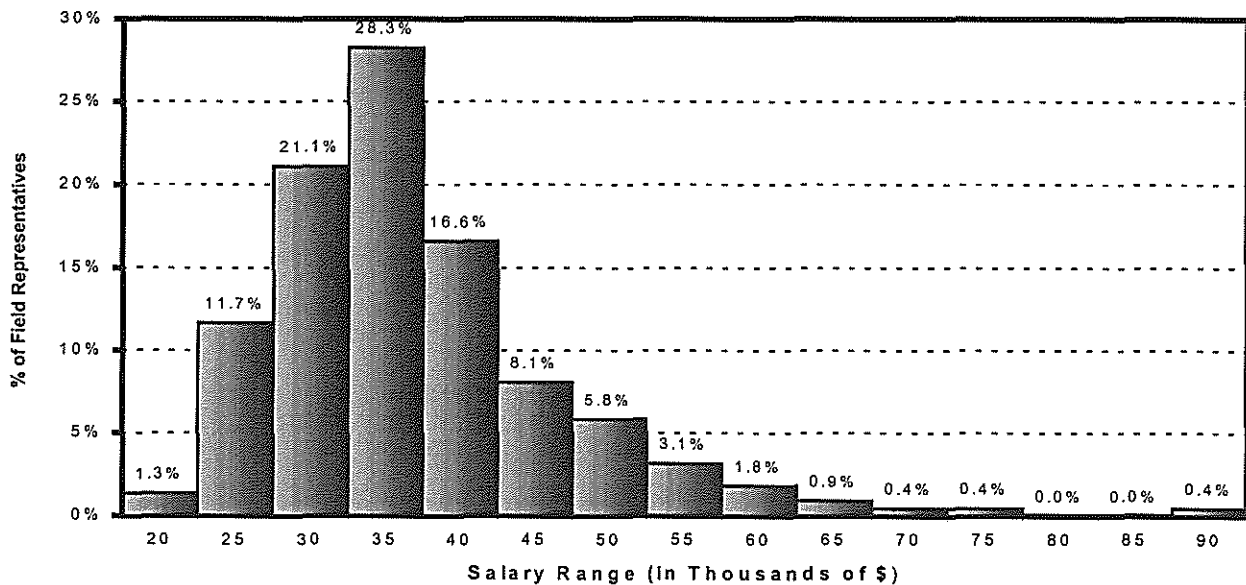
Average Annualized Change: 2.8%

50% -- \$35,000

*(Sample size = 223)*

20% -- \$30,000

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is ±\$2,500 relative to the number at its base. For example, 28 % of Field Representatives earn between \$32,501 and \$37,500. (For a more detailed explanation of this graph, see page 8.)

## Field Representative

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>
Average years:			Female 49.5%
in Current Position	3.9	3.5	Male 50.5%
in Current Office	4.2	3.9	
in Congress	5.1	4.4	<b>RACE/ETHNICITY:</b>
<b>EDUCATIONAL ATTAINMENT:</b>			Asian 0.9%
High School or less	5.4%		Black 6.4%
Some College	18.1%		Hispanic 6.4%
Bachelor's Degree	65.2%		White 85.0%
Master's Degree	6.8%		Other 1.4%
Law Degree	4.5%		<b>AVERAGE AGE: 40</b>
Doctorate Degree	0.0%		<b>MARITAL STATUS:</b>
<b>FLSA STATUS:</b>			Single 42.3%
Exempt	82.3%		Married 57.7%
Non-Exempt	17.7%		<b>PARENTAL STATUS:</b>
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			Children 55.0%
More Duties	37.0%		No Children 45.0%
Same Duties	59.1%		
Fewer Duties	3.8%		

**General Findings:** The 5.7% increase in average salary for Field Representatives is the smallest increase among all district positions and second smallest among all House positions. With an average 1.2 Field Representatives per office, this is the third most frequently staffed position in House offices, trailing only Constituent Service Representatives and Legislative Assistants.

### Variables Affecting Pay:

- ↳ Greater **job responsibility**
- ↳ More **years in current position**
- ↳ Greater **age**
- ↳ More **education**
- ↳ **Gender** (males tend to earn higher salaries than females)

The above 5 variables were found to be statistically significant predictors of higher pay for Field Representatives. (see page 9 for a complete explanation of Regression Analysis.)

## Grants and Projects Coordinator

**Responsibilities:** Assists in obtaining federal and private funding for constituents; addresses needs of local governments, private and civic organizations and other constituents.

<b>AVERAGE SALARY 2000:</b>	<b>\$37,285</b>	<b>SALARY RANGE:</b>
<i>(Median Salary 2000:</i>	<i>\$34,000)</i>	\$18,000--\$89,500

Average Salary 1998: \$33,116

Percent Change 1998-2000: 12.5%

Average Annualized Change: 6.1%

*(Sample size = 44)*

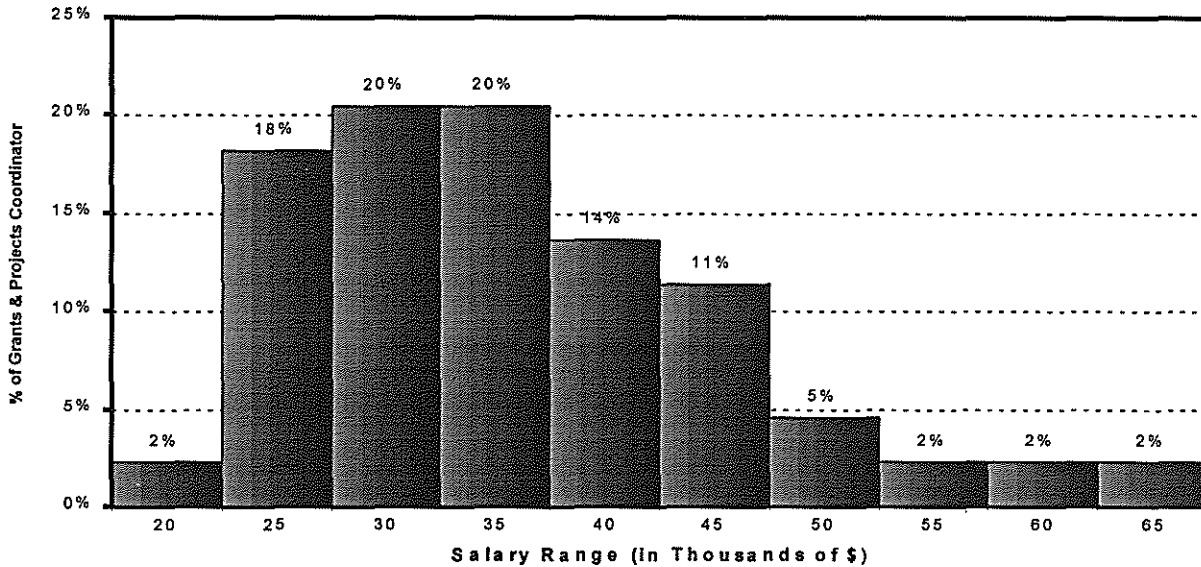
**SALARY PERCENTILES:**

80% -- \$45,000

50% -- \$34,000

20% -- \$26,750

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 20% of Grants and Projects Coordinators earn between \$32,501 and \$37,500. (For a more detailed explanation of this graph, see page 8.)



## Grants and Projects Coordinator

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>	
Average years:			Female	52.3%
in Current Position	3.4	2.4	Male	47.7%
in Current Office	4.1	2.9		
in Congress	5.3	3.7	<b>RACE/ETHNICITY:</b>	
			Asian	2.3%
<b>EDUCATIONAL ATTAINMENT:</b>			Black	11.4%
High School or less	4.7%		Hispanic	6.8%
Some College	14.0%		White	79.5%
Bachelor's Degree	74.4%		Other	0.0%
Master's Degree	7.0%			
Law Degree	0.0%		<b>AVERAGE AGE: 37</b>	
Doctorate Degree	0.0%		<b>MARITAL STATUS:</b>	
			Single	54.5%
<b>FLSA STATUS:</b>			Married	45.5%
Exempt	72.7%			
Non-Exempt	27.3%		<b>PARENTAL STATUS:</b>	
			Children	50.0%
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			No Children	50.0%
More Duties	63.4%			
Same Duties	31.7%			
Fewer Duties	4.9%			

**General Findings:** The 12.5% increase in average salary for Grants and Projects Coordinators over the last two years is the largest increase among all House positions. Also, since 1998, Grants and Projects Coordinators have had the largest increase in average tenure in position (41.7%) and office (41.4%) and the second highest increase in average tenure in Congress (43.2%) of all House positions.

Despite the large increases in average salary and tenure, the Grants and Projects Coordinator remains the least frequently staffed position of all positions surveyed. Overall, only 23% of all House offices staff the position: 25% of veteran offices do so and 14% of first-term offices staff it.

### Variables Affecting Pay:

↳ **More years in current position**

When controlling for the effects of all other variables, the above is the only variable which tended to be strongly associated with higher salaries for Grants and Projects Coordinators. (see page 9 for a complete explanation of Regression Analysis.)

## Staff Assistant (District)

**Responsibilities:** Handles word processing, filing, faxing; responds to general constituent request; staffs the front reception area, greets visitors and answers telephones.

<b>AVERAGE SALARY 2000:</b>	<b>\$24,959</b>	<b>SALARY RANGE:</b>
<i>(Median Salary 2000:</i>	<i>\$24,000)</i>	\$12,000--\$42,600

Average Salary 1998:	\$22,984	
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Percent Change 1998-2000:	8.6%	
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Average Annualized Change:	4.2%	
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*(Sample size = 105)*

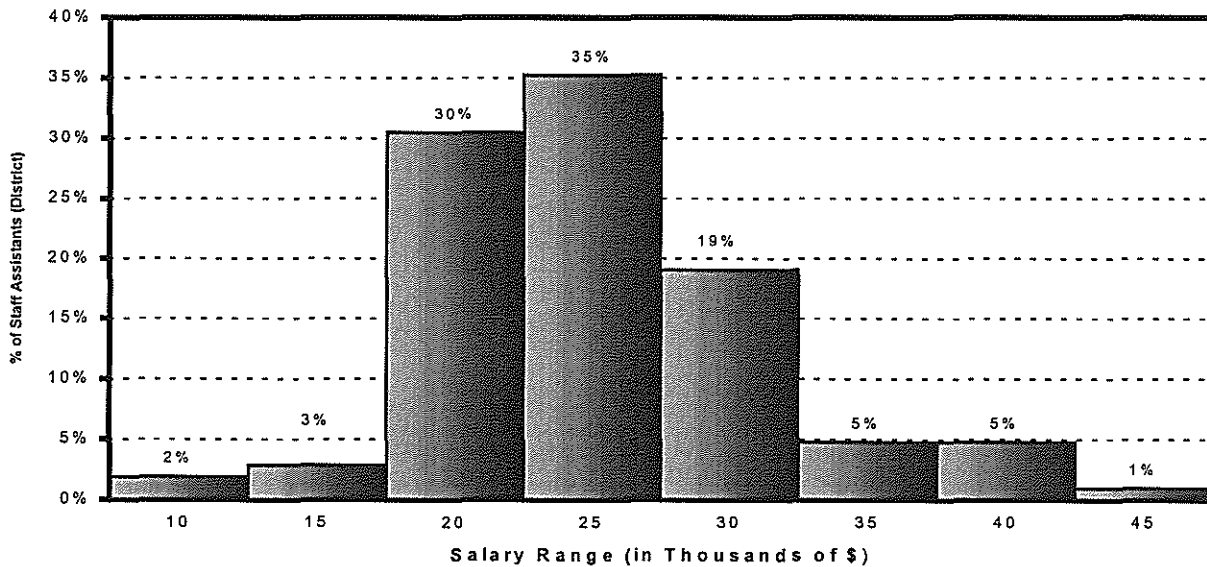
**SALARY PERCENTILES:**

80% -- \$29,800

50% -- \$24,000

20% -- \$20,000

### Salary Distribution



**Interpretations:** The number above each bar shows the percent of staff whose salary falls within the specified range. The range of the bar is  $\pm$ \$2,500 relative to the number at its base. For example, 35% of Staff Assistants (District) earn between \$22,501 and \$27,500. (For a more detailed explanation of this graph, see page 8.)

## Staff Assistant (District)

<b>WORK EXPERIENCE:</b>	<u>2000</u>	<u>1998</u>	<b>GENDER:</b>	
Average years:			Female	88.6%
in Current Position	2.8	2.4	Male	11.4%
in Current Office	2.9	2.6		
in Congress	3.3	2.9	<b>RACE/ETHNICITY:</b>	
			Asian	0.0%
<b>EDUCATIONAL ATTAINMENT:</b>			Black	14.3%
High School or less	26.2%		Hispanic	15.2%
Some College	23.3%		White	69.5%
Bachelor's Degree	47.6%		Other	1.0%
Master's Degree	2.9%			
Law Degree	0.0%		<b>AVERAGE AGE: 38</b>	
Doctorate Degree	0.0%		<b>MARITAL STATUS:</b>	
<b>FLSA STATUS:</b>			Single	50.0%
Exempt	28.4%		Married	50.0%
Non-Exempt	71.6%		<b>PARENTAL STATUS:</b>	
<b>LEVEL OF RESPONSIBILITY:</b> (with respect to given description)			Children	57.8%
More Duties	27.1%		No Children	42.2%
Same Duties	68.8%			
Fewer Duties	4.2%			

**General Findings:** Over the last decade, the average tenure of District Staff Assistants in position, office, and Congress has decreased by an average of 1 year. Although the District Staff Assistant is the second lowest paid position in the House, the average salary for the position has increased 8.6% since 1998. This was the second highest increase among district staff positions.

Although District Staff Assistants are the least educated of all House staff, the 50.5% who hold at least a bachelor's degree outpace the national average of 25.5%. There is a higher portion of minority staff (30.5%) in the District Staff Assistant position than in any other House position. Additionally, a third of District Staff Assistants in the survey are part-time workers.

### Variables Affecting Pay:

- ↖ Greater job responsibility
- ↖ More years in current position
- ↖ More years of prior congressional experience

The above 3 variables were found to be statistically significant predictors of higher pay for Staff Assistants (District). (see page 9 for a complete explanation of Regression Analysis.)

## Conclusions: Influences on Pay

**Years in Current Position** was the variable most frequently influencing salary in the House. It had a significant and positive influence on pay in 13 of the 16 House office positions for which we conducted regression analyses. Naturally, a trained and experienced employee is a valued asset for any office. Long tenure in position has been the variable most frequently influencing salary in every CMF House and Senate report published this decade.

**Age** had a significant influence on salary in 9 of the 16 positions. For each of these positions, higher ages were associated with higher pay. While at first glance it may seem that offices are discriminating against younger staffers, age tends to be correlated with other factors that are difficult to measure, but that can only be acquired over time. For example, older workers may be regarded as having greater maturity, more developed skills or greater job-related knowledge.

**Level of Responsibility** influenced salaries in 7 positions. In each of these 7 cases, staff with more job responsibilities received higher salaries than staff with fewer responsibilities. It is intuitive that offices would compensate staff in accordance with their level of responsibility.

**Years of Prior Congressional Experience** was a significant influence on salary for 6 of the 16 positions analyzed through regression analysis. For all 6 positions, more prior congressional experience was associated with higher pay.

**Education** significantly influenced pay in 5 positions. The small number of positions for which education was a major factor in predicting salary is consistent with the findings of our previous studies. Legislative Assistants (Priority), Constituent Services Representatives, District Directors, and Field Representatives with more education were paid significantly more than staffers in those positions with less education. Surprisingly, regression analysis indicated that Legislative Correspondents with less education tended to earn higher salaries than did more highly educated LCs. It has historically been the case that staff in higher paying positions have more education. While offices may use educational attainment to select candidates for positions, educational levels do not necessarily determine their salaries within positions.

**Gender** had a significant influence on salary in 5 positions. Regression analysis indicated that male Chiefs of Staff, Press Secretaries, District Directors, and Field Representatives earned statistically significantly higher salaries than did similarly qualified women and that female Staff Assistants (Washington) earned statistically significantly higher salaries than did similarly qualified men. (See pages 66-67 for a more complete analysis of gender and salary.)

**Prior years of experience in current office** had a significant, positive influence on salary in 3 positions. Understandably, House offices want to foster tenure in office with additional pay.

**Race/ethnicity** had significant influence on salary in only one position. Non-white Legislative Correspondents received higher salaries than did similarly qualified white staff in this position. (See pages 68-69 for a more complete analysis of race/ethnicity and salary.)

**Office Data:  
Freshman and Veteran  
Office Profiles**

## Profile of Freshman and Veteran Offices

### Purpose

At the most elementary level, a congressional office requires two basic necessities to function: office space and staff. The allocation of resources to each of these varies from office to office, depending upon a Member's specific goals and plans. This section analyzes office and staffing data to provide a "snapshot" of the typical House office. It is not intended to suggest a single "correct" way to set up and staff a congressional office, but instead describes the range of staffing patterns that exist.

Fifteen percent of our survey sample were freshman offices, so most of the data is broken down into first-term offices and veteran offices (offices of Members who have served more than one term) to help paint a clearer picture of the differing office and staffing patterns in the House. We hope this section can be of particular assistance to the freshman Members of the 107<sup>th</sup> Congress as they seek to organize their Washington and district offices.

### Average Number of District Offices

<u>Number of District Offices</u>	<u>All Offices</u>	<u>Veteran</u>	<u>First-term</u>
1	27.8%	25.0%	42.9%
2	35.6%	36.8%	28.6%
3	25.6%	26.3%	21.4%
4	8.3%	9.2%	3.6%
5+	2.8%	2.6%	3.6%
<i>Average</i>	2.25	2.3	2.0

Overall, veteran and first-term Members are similar in the number of district offices they operate. However, first-term Members are much more likely to staff only one district office.

### Average Number of Full-Time Staff by Office Location

<u>Location</u>	<u>All Offices</u>	<u>Veteran</u>	<u>First-term</u>
Washington	8.1	8.1	8.0
District	6.2	6.3	6.0
Total	14.2	14.3	13.8

First-term offices are nearly identical to veteran House offices in the number of staff they employ at each location. House Members, freshman and veteran alike, place, on average, 57% of their staff in their Washington office and 43% in their district office(s).

## Number of Staff per Position by Office Tenure

The following table shows number of staffers per position. The columns may be thought of as describing the “typical” staffing patterns for House personal offices in the 106th Congress. For example, in the average first-term office there are 1.38 Priority Legislative Assistants.

Washington Positions	<u>All Offices</u>	<u>Veteran</u>	<u>First-term</u>
Legislative Assistant (Priority)	1.34	1.33	1.38
Legislative Assistant (General)	1.14	1.19	0.86
Chief of Staff	0.98	0.98	1.00
Legislative Director	0.88	0.87	0.93
Staff Assistant (Washington)	0.79	0.77	0.86
Press Secretary	0.75	0.75	0.79
Office Manager	0.59	0.60	0.55
Legislative Correspondent	0.51	0.49	0.45
Scheduler	0.48	0.49	0.41
Systems Administrator	0.43	0.45	0.34

District Positions	<u>All Offices</u>	<u>Veteran</u>	<u>First-term</u>
Constituent Services Rep.	2.59	2.64	2.31
Field Representative	1.22	1.25	1.07
District Director	0.85	0.85	0.83
Staff Assistant (District)	0.57	0.53	0.79
District Scheduler	0.48	0.49	0.45
Grants & Projects Coordinator	0.24	0.26	0.14

In general, first-term offices are similar in staffing patterns to veteran offices. Over the last two years, Legislative Assistants have remained the most highly staffed position in Washington offices and Constituent Services Representatives remained the most highly staffed position in district offices.



## Percent of Offices Staffing Each Position

The following table shows the percentage of offices with at least one person in each position. For example, there is at least one Chief of Staff in all of the first-term offices surveyed.

Washington Positions	<u>All Offices</u>	<u>Veteran</u>	<u>First-term</u>
Chief of Staff	98%	98%	100%
Legislative Director	88%	87%	93%
Legislative Assistant (Priority)	87%	86%	90%
Press Secretary	75%	75%	76%
Legislative Assistant (General)	73%	77%	52%
Staff Assistant (Washington)	73%	71%	79%
Office Manager	59%	60%	55%
Scheduler	48%	49%	41%
Legislative Correspondent	44%	41%	59%
Systems Administrator	43%	45%	34%

District Positions	<u>All Offices</u>	<u>Veteran</u>	<u>First-term</u>
Constituent Services Rep.	92%	92%	93%
District Director	83%	84%	79%
Field Representative	71%	74%	55%
District Scheduler	48%	49%	45%
Staff Assistant (District)	45%	42%	62%
Grants & Projects Coordinator	23%	25%	14%

Offices display substantial diversity in the positions they fill. No position is filled in every office. However, a core set of positions clearly exists. We define positions filled in at least 75% of all offices as the core. Those positions include:

**Washington core:** Chief of Staff, Legislative Director, Legislative Assistant (Priority), and Press Secretary.

**District core:** Constituent Services Representative and District Director.

**A note on Systems Administrators and Schedulers:** Only 47% of Systems Administrators and 48% of Schedulers reported the position as their primary job. System administration duties in offices without a primary Systems Administrator were most commonly handled by the office's LA (Gen.), Office Manager, or LC. In offices not staffing a primary Scheduler, scheduling duties were generally the secondary job responsibilities of the Office Manager.

## Average Salary in Offices for all Positions

For all but two of the 16 positions listed below, the average salary in first-term offices is lower than in veteran offices. The per-position pay differences range from a few hundred dollars (for Washington Staff Assistants) to nearly \$10,000 (for Chiefs of Staff).

Washington Positions	<u>All Offices</u>	<u>Veteran</u>	<u>First-term</u>
Chief of Staff	\$97,615	\$99,055	\$90,116
Legislative Director	\$61,075	\$61,597	\$58,484
Press Secretary	\$45,301	\$45,391	\$44,852
Office Manager	\$44,009	\$44,275	\$42,480
Scheduler	\$41,068	\$41,231	\$40,047
Legislative Assistant (Priority)	\$40,723	\$41,542	\$36,544
Legislative Assistant (General)	\$33,196	\$33,292	\$32,490
Systems Administrator	\$30,205	\$30,596	\$27,717
Legislative Correspondent	\$26,745	\$26,918	\$26,062
Staff Assistant (Washington)	\$23,849	\$23,827	\$23,954

District Positions	<u>All Offices</u>	<u>Veteran</u>	<u>First-term</u>
District Director	\$62,152	\$62,873	\$58,044
Grants & Projects Coordinator	\$37,285	\$37,626	\$33,875
Field Representative	\$37,119	\$37,177	\$36,758
District Scheduler	\$34,144	\$34,083	\$34,521
Constituent Services Rep.	\$31,341	\$31,679	\$29,301
Staff Assistant (District)	\$24,959	\$25,363	\$23,521

### Average Number of Full-Time Staff: The Historical Record

<u>Year</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>	<u>% District</u>
2000	14.2	8.1	6.2	43.7%
1998	14.4	8.3	6.1	42.3%
1996	14.8	8.6	6.2	41.9%
1994	15.0	8.5	6.5	43.3%
1992	15.5	9.0	6.6	42.6%
1990	14.1	8.7	5.6	39.7%

The overall size of House personal office staffs decreased by an average of 0.2 staffers per office over the last two years. Since 1992, House offices have decreased in size by 1.3 employees (8.4%). As a result, fewer individuals are increasingly being asked to accomplish more work. The decrease in staff size is more pronounced in Washington offices, mostly due to an increase in the proportion of staff based in district offices. Senate personal offices tend to be much larger than House offices, employing an average of 34 full-time staff in 1999.

### Average Number of Fellows per Year by Member Tenure

	<u>Fellows</u>
Veteran Offices	0.4
First-term Offices	0.4
All Offices	0.4

House offices only average 0.4 congressional fellows a year. By contrast, Senate offices averaged nearly 3 fellows per office in 1999.

### Average Number of Interns by Time of Year and Member Tenure

	<u>Spring</u>	<u>Summer</u>	<u>Fall</u>
Veteran Offices	2.2	4.1	1.7
First-term Offices	2.6	4.2	2.3
All Offices	2.2	4.2	1.8

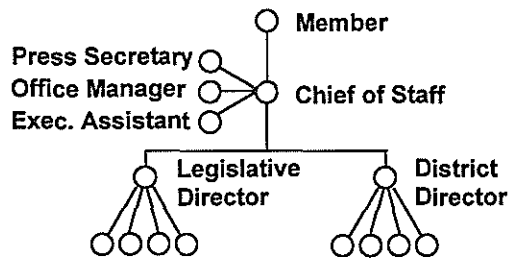
Veteran and first-term offices tend to use interns to the same extent. Not surprisingly, the most popular time of year for congressional interns is summertime.

**Organizational Structure of Offices**

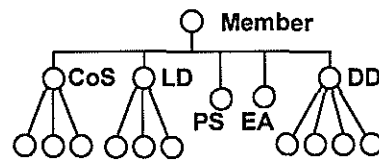
	<u>All Offices</u>	<u>Veteran</u>	<u>First-term</u>
Centralized Structure: <i>Senior Staff Report to the Chief of Staff</i>	64.7%	65.3%	61.5%
Washington-District Parity Structure: <i>DC Staff Report to the Chief of Staff; District Staff Report to the District Director</i>	15.0%	15.6%	11.5%
Functional Structure: <i>Senior Staff Report to the Member</i>	13.9%	12.9%	19.2%
Member as Manager Structure: <i>All Staff Report Directly to the Member</i>	6.4%	6.1%	7.7%

The Centralized structure is the most common structure among first-term and veteran Members (see diagrams below).

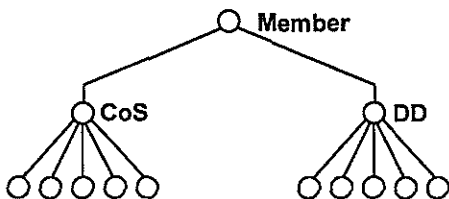
**Centralized Structure**



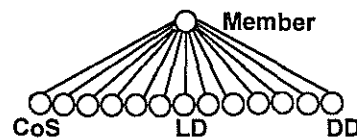
**Functional Structure**



**Washington/District Parity Structure**



**Member as Manager**



## Benefits Policies of Offices

Certain benefits for congressional staff are independently set by their offices. We asked offices to describe their policies for two categories of benefits that vary by Member: policies affecting pay (i.e. Cost of Living Adjustments, Bonuses, and Raises) and paid leave.

### Cost of Living Adjustment (COLA) Policies

**What percentage of the 2000 MRA budget increase (4.8%) did you allocate to staff salaries and bonuses?**

<u>Percentage</u>	<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
< 25%	11.6%	11.5%	11.8%
25% - 50%	19.8%	14.9%	24.7%
51% - 75%	18.0%	21.8%	14.1%
>75%	50.6%	51.7%	49.4%

**Did your office use any of this year's increase in the MRA to give staff an across-the-board cost of living increase?**

	<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
Yes	47.2%	47.7%	46.6%
No	52.8%	52.3%	53.4%

**If so, what percentage across-the-board increase did you give?**

	<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
Washington staff	4.3%	4.3%	4.3%
District staff	4.1%	4.2%	4.0%

Fifty-one percent of House offices dedicated more than 75% of their 2000 MRA increase to staff salaries and bonuses, with 69% dedicating at least half of the MRA increase to staff salaries and bonuses. Nearly half of all House offices, Democrat and Republican alike, gave staff an across-the-board cost of living increase. Washington staff received, on average, a 4.3% increase and district staff received, on average, a 4.1% increase.

## Bonus and Raise Policies

Did your office give any *bonuses* last year?

	<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
Yes	83.8%	84.6%	83.0%
No	16.2%	15.4%	17.0%

On what basis did your office determine the amount for a bonus?

	<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
By Seniority	4.0%	3.8%	4.2%
By Merit	56.4%	60.3%	52.1%
Proportional to Pay	15.4%	10.3%	21.1%
Equally	24.2%	25.6%	22.5%

What was the average bonus given?

<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
\$1,890	\$1,831	\$1,947

What was the average raise given?

<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
\$2,717	\$2,462	\$3,034

Democrat and Republican offices tended to give bonuses equally frequently and with fairly consistent methods of distribution. The average staff bonus given was \$1,890 and the average staff raise given was \$2,717. Republican offices gave more generous bonuses and raises than did Democrat offices.

## Leave Policies

### Vacation Leave:

**Minimum vacation leave earned annually by all full-time staff, in weeks per year.**

	<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
1 Week	10.8%	6.5%	14.8%
2 Weeks	55.1%	49.4%	60.5%
3 Weeks	24.7%	35.1%	14.8%
4+ Weeks	5.1%	6.5%	3.7%
Other	4.4%	2.6%	6.2%

**Maximum vacation leave earned annually by all full-time staff, in weeks per year.**

	<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
1 Week	0.6%	0.0%	1.2%
2 Weeks	8.1%	6.9%	9.4%
3 Weeks	35.5%	32.2%	38.8%
4+ Weeks	51.7%	58.6%	44.7%
Other	4.1%	2.3%	5.9%

**On what basis did your office determine the amount of vacation leave granted to each staff member?**

	<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
By Seniority	56.1%	50.5%	61.8%
Equally	36.7%	44.0%	29.2%
Responsibility level	4.4%	3.3%	5.6%
Negotiated	2.8%	2.2%	3.4%

**Can staff carry over vacation time from the previous year?**

	<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
Yes	54.7%	65.9%	43.2%
No	45.3%	34.1%	56.8%

The majority of House offices provided a minimum of 2-3 weeks of vacation leave. Democrat offices tended to be more generous in their vacation policies than did Republican offices. While 41% of Democrat offices gave 3 weeks or more, only 18% of Republican offices did so. For nearly all offices, vacation leave granted was either determined on the basis of staff seniority or handed out equally to all staff.

For purposes of comparison, in the following table we have summarized vacation policies for four other types of employers: federal government, state and local governments, large and medium-sized private firms (generally 100 or more employees), and small private firms<sup>8</sup>.

### Comparative Vacation Policies

*(Average Annual Days of Vacation)*

<u>Years of Service</u>	<u>Federal Government</u>	<u>State &amp; Local Government</u>	<u>Medium &amp; Large Companies</u>	<u>Small Companies</u>
1	13	12	10	8
3	20	14	11	10
5	20	15	14	12
10	20	18	17	14
15	26	20	19	15
20	26	22	20	15
25	26	23	22	16

With an average of 2 – 3 weeks vacation per year, House offices tended to reflect the less generous vacation policies of state and local governments rather than the policies of the federal government. Nevertheless, the vacation policies of House offices still tended to be slightly more generous than those found in the private sector, as the table illustrates.

### Sick Leave and Parental Leave:

*Minimum sick leave earned by all full-time staff, in days per year*

	<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
2 Days	2.8%	4.3%	1.4%
4 Days	9.2%	5.7%	12.5%
8 Days	4.9%	5.7%	4.2%
10+ Days	28.2%	35.7%	20.8%
As Needed	42.3%	35.7%	48.6%
Other <sup>9</sup>	12.7%	12.9%	12.5%

<sup>8</sup> Sources include: Employee Benefits Survey 1994, 1996, 1997, Office of Compensation Levels and Trends, US Bureau of Labor Statistics.

<sup>9</sup> Several Offices have sick leave policies that defy easy categorization; these have been grouped under the heading "Other".



**Maximum sick leave that can be earned annually by full-time staff, in days per year**

	<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
4 Days	3.0%	2.3%	3.7%
8 Days	7.7%	5.7%	9.8%
10 Days	11.8%	12.6%	11.0%
12+ Days	27.2%	37.9%	15.9%
As Needed	39.6%	33.3%	46.3%
Other	10.7%	8.0%	13.4%

**Can staff carry over sick leave from the previous year?**

	<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
Yes	29.3%	41.2%	16.5%
No	70.7%	58.8%	83.5%

**Paid parental leave, in weeks**

	<u>All Offices</u>	<u>Democrat</u>	<u>Republican</u>
None	14.2%	12.0%	16.5%
1 - 3	10.5%	12.0%	8.9%
4 - 6	20.4%	21.7%	19.0%
7+	8.6%	7.2%	10.1%
Negotiated	43.2%	42.2%	44.3%
Other	3.1%	4.8%	1.3%

Because House (and Senate) offices are governed by the Family and Medical Leave Act of 1993, all House offices must provide 12 weeks of *unpaid* parental leave to their staff. The Act, however, does not stipulate that any given amount of *paid* parental leave must be given to staff.

Of the House offices in our sample, 85.8% did have some type of paid parental leave policy. House offices have become more generous in their paid parental practices since 1998. In 1998, 34.5% of offices did not provide paid parental leave.

# Aggregate Data

## AGGREGATE DATA

### Methodology

In preparing this section of the report, we aggregated the individual salary and demographic data of 2787 full-time staff members from 183 House personal offices in order to better understand the demographic composition, pay, and employment trends of House staff.

In addition to reporting overall aggregate data (e.g., average salary, average age), we analyzed the relationships among demographic variables, as well as the relationships between demographic variables and salary (e.g., average salary by educational attainment, tenure in position by gender). To accomplish this, we cross-tabulated the following data collected for each staff member:

- ◆ Salary (excluding bonuses, benefits, and overtime)
- ◆ Tenure in Congress
- ◆ Tenure in Current Office
- ◆ Tenure in Current Position
- ◆ Educational Attainment
- ◆ Age
- ◆ Gender
- ◆ Race/Ethnicity
- ◆ Marital Status
- ◆ Parental Status
- ◆ Level of Responsibility (relative to the description on the survey form)

These individual demographic variables were also cross-tabulated by the Member's tenure (i.e. Member's term in office) and the Member's party affiliation.

In this section of the report we have included aggregate data analyses we believe provide the most meaningful and useful management information. These findings are divided into three parts:

- ◆ Salary Data
- ◆ Tenure Data
- ◆ Demographic Data

Additionally, we have compared this year's results with those from previous surveys conducted by the Congressional Management Foundation. Wherever possible, we have also provided comparative data from the U.S. population and employees in the public and private sectors.

# Part 1: Salary Data

## Salary: General Information

### Average Salary for all House Positions in 2000 Compared to 1998

	<u>Total</u>	<u>Washington</u>	<u>District</u>
Average Salary 2000:	\$42,314	\$46,598	\$36,717
Average Salary 1998:	\$39,132	\$42,558	\$34,405
Change:	\$3182	\$4040	\$2312
Percent Change:	8.1%	9.5%	6.7%
Average annualized rate of change:	4.0%	4.6%	3.3%

### **Office MRA Adjustments**

1999 = 3.7% increase

2000 = 4.8% increase

Total = 8.5% increase

Over the past two years, the average House personal office staff salary has increased by 8.1%. This increase is consistent with the fact that House personal offices received increases in their MRA in each of the last two years. The overall pay increase outpaced the rate of inflation, which was 5.6%, over the two-year period. The overall demand for higher salaries created by a competitive job market and low unemployment might explain why offices directed such a large portion of the MRA increase to salaries (see page 52 for more details). Pay for Washington-based staff increased 2.8% more than it did for district-based staff.

As compared to House salaries, the average Senate staff salary in 1999 was \$42,037. Washington-based Senate staff averaged \$45,223, and state-based staff earned an average of \$36,154.

### **Office Expenditures on Staff**

	<u>Total</u>	<u>Full-Time</u>	<u>Part-Time</u>
First-Term	\$570,076	\$555,997	\$14,079
Veteran Offices	\$628,427	\$610,487	\$17,940
All Offices	\$619,129	\$601,804	\$17,325

In 2000, the average House office spent a total of \$619,129 on staff salaries. This figure reflects a 7.5% increase over the average expenditures on staff salaries for 1998 (\$575,812). First-term Members tended to spend slightly less on salaries than did veteran Members. The small discrepancy between the 7.5% increase in overall expenditures and 8.1% increase in staff salaries is due to a slight decrease in the average number of staffers per office since 1998.

### **Average House Salary for all Positions: The Historical Record**

<u>Year</u>	<u>Avg. Salary</u>	<u>% Change</u>
2000	\$42,314	8.1%
1998	\$39,132	6.6%
1996	\$36,728	3.4%
1994	\$35,510	6.4%
1992	\$33,388	13.0%
1990	\$29,542	13.1%

Between 1990 and 2000, the average pay of House personal office staffers rose by 43.2%. This translates into an average annualized increase of 3.3%.

### **Average Senate Salary for all Positions: The Historical Record**

<u>Year</u>	<u>Avg. Salary</u>	<u>% Change</u>
1999	\$42,037	6.3%
1997	\$39,534	6.3%
1995	\$36,844	1.0%
1993	\$37,209	11.3%
1991	\$33,094	N/A

The average salary of Senate personal office staffers increased by 27.0% between 1991 and 1999 (an eight-year timeframe). This is equivalent to a 2.7% average annualized increase in pay.

### **Consumer Price Index: The Historical Record**

<u>Year</u>	<u>CPI</u>	<u>% Change</u>
2000	172.7	3.4%
1999	167.1	2.5%
1998	163.0	1.6%
1997	160.5	2.3%
1996	156.9	3.0%
1995	152.4	2.8%
1994	148.2	2.6%
1993	144.5	3.0%
1992	140.3	3.0%
1991	136.2	4.2%
1990	130.7	N/A

From 1990 to 2000, the inflation rate, as measured by the CPI, rose 32.1%. This translates into an average annualized rate of 2.6%. While pay increases in the Senate are consistent with inflationary increases, salary increases in the House during 1990s have outpaced inflation.

## Pay Comparison of House Personal Office Staff and Federal Workers<sup>10</sup>

(Table shows average pay and the “gap” or percentage by which federal pay exceeds House pay)

<u>Year</u>	<u>DC-Based House</u>	<u>DC-Based Federal</u>	<u>Gap</u>
2000	\$46,598	\$64,615	39%
1998	\$42,558	\$58,170	37%
1996	\$40,112	\$53,539	33%
1994	\$38,807	\$49,243	27%
1992	\$36,618	\$44,758	22%
1990	\$32,297	\$39,472	22%

<u>Year</u>	<u>All House</u>	<u>All Federal</u>	<u>Gap</u>
2000	\$42,314	\$51,000	20%
1998	\$39,132	\$46,056	18%
1996	\$36,728	\$42,610	16%
1994	\$35,510	\$39,590	12%
1992	\$33,388	\$35,772	7%
1990	\$29,542	\$31,565	7%

House staff based in Washington earn significantly less than federal workers in the Washington area. Over the past two years, this pay disparity has further widened by 2 percentage points. The gap between all federal workers and all House staff (i.e., including district staff) has also widened by 2 percentage points. These pay gaps have consistently increased over the past decade but at declining rates.

House staff also tend to earn considerably less than their Washington-based counterparts in corporate public affairs offices, where the average salary of “Executive Head of the Office” is \$179,080, that of “Legislative Counsel/Lobbyist” is \$99,906, and that of “Legislative/Regulatory Analyst” is \$76,000.<sup>11</sup>

However, when comparing federal employees with House employees, factors should be considered such as age, experience, and educational attainment. In general, House staff tend to be younger, less-experienced, but better educated than their counterparts in the federal government (see data on pages 78-79).

For full-time, year-round workers in the U.S. labor force, average earnings in 1999 were \$43,366<sup>12</sup>.

<sup>10</sup> Comparative data is from Christine E. Steele, “Profile of Federal Civilian Non-Postal Employees,” Office of Personnel Management (OPM), March 31, 2000, 1998, 1996, 1994, 1992.

<sup>11</sup> Foundation for Public Affairs, “1999-2000 Corporate Washington Office Compensation Survey.” Cited with permission

<sup>12</sup> Annual Demographic Survey: March Supplement (2000): Table PINC-01; Bureau of Labor Statistics, Bureau of the Census.

## Salary: Congressional Characteristics

### Average Salary for all Positions by Member Party Affiliation

<u>Political Party</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>
Democrat	\$41,904	\$46,199	\$36,684
Republican	\$42,762	\$47,005	\$36,757

Republican staff average 2% more in salary than do Democratic staff. Since reporting this data in 1990, the differential in pay between Republican and Democratic staff has generally remained around +/-2%.

### Average Salary for all Positions by Member Tenure

<u>Member Term</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>
1 <sup>st</sup> term	\$40,512	\$44,636	\$34,749
2 <sup>nd</sup> term	\$40,062	\$44,343	\$34,840
3 <sup>rd</sup> term	\$41,657	\$45,921	\$35,940
4 <sup>th</sup> to 6 <sup>th</sup> term	\$42,883	\$47,630	\$36,778
7 <sup>th</sup> to 9 <sup>th</sup> term	\$43,759	\$47,048	\$39,641
10 <sup>th</sup> term +	\$46,810	\$50,992	\$40,956

Generally, staff tend to receive higher average salaries as Member tenure increases. Members with longer tenure usually have staff with more experience in their jobs, offices, and Congress. Consequently, employees in these offices usually receive higher pay.

### Average Salary for all Positions by Number of District Offices

<u># of District Offices</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>
1-2	\$42,890	\$46,886	\$37,496
3 +	\$41,249	\$46,063	\$35,453

Members with three or more district offices pay, on average, lower salaries than do Members with one or two district offices. This historical pattern makes sense. Members who invest their budgets in additional district offices have fewer dollars available to spend on salaries.



## Salary: Age & Education

### Average Salary for all Positions by Age

<u>Age Group</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>
Under 25	\$26,319	\$26,765	\$24,735
25-34	\$40,488	\$43,570	\$34,044
35-44	\$54,634	\$70,885	\$40,827
45-54	\$51,779	\$74,041	\$40,009
55-64	\$43,086	\$64,878	\$38,657
65+	\$44,106	\$68,667	\$41,474

Staff under 35 years of age have the lowest salaries, and middle-aged staffers (age 35-55), who tend to occupy the positions of highest responsibility, are the highest paid staff in House offices. Staff over the age of 55 earn more than do staff under the age of 34 but less than do staff between 35 and 55 years of age, probably due to their experience and seniority. This same pattern tended to exist in House offices throughout the last decade.

### Average Salary for all Positions by Educational Attainment

	<u>Total</u>	<u>Washington</u>	<u>District</u>
High School or less	\$35,833	\$53,244	\$32,729
Some College	\$38,367	\$47,807	\$35,367
Bachelor's	\$40,221	\$42,426	\$36,681
Master's	\$53,990	\$57,990	\$41,724
Law	\$59,969	\$60,658	\$56,929
Doctorate	\$66,846	\$67,100	\$66,000

Salaries increase as the level of education increases; staff with advanced degrees earn substantially more than staff with solely a bachelor's degree. Staff holding master's degrees earn about \$13,500 more, on average, than those with only a bachelor's degree, while staff with law degrees earn about \$20,000 more. At every educational level, staff in Washington offices earn more, on average, than do staff in district offices.

Continuing an interesting decade-long trend, Washington staff without bachelor's degrees earn higher average salaries than other DC-based staff who completed their bachelor's, but not an advanced degree. This is probably because staff without bachelor's degrees tend to be older employees who have more experience and are compensated accordingly.

## Average Salary of House Staff Compared to the National Workforce<sup>13</sup>

(by educational attainment of year-round, full-time workers)

	<u>House</u>	<u>National</u>
Bachelor's	\$40,221	\$58,302
Master's	\$53,990	\$70,015
Professional (e.g. Law)	\$59,969	\$123,518
Doctorate	\$66,846	\$105,284

While staff in the House are, on average, better educated than is the average employee in the national workforce, they are not as well compensated for their formal training.

## Salary by Educational Attainment: The Historical Record

### **House Staff**

<u>Year</u>	<u>Bachelor's</u>	<u>Master's</u>	<u>Professional</u>	<u>Doctorate</u>
2000	\$40,221	\$53,990	\$59,969	\$66,846
1998	\$37,522	\$48,576	\$54,668	\$50,078
1996	\$34,979	\$48,294	\$49,164	\$64,263
1994	\$33,845	\$44,125	\$52,730	\$64,514
1992	\$31,817	\$45,642	\$49,115	\$61,995
1990	\$28,057	\$40,466	\$45,992	\$48,530

### **U.S. Labor Force**

<u>Year</u>	<u>Bachelor's</u>	<u>Master's</u>	<u>Professional</u>	<u>Doctorate</u>
2000	\$58,302	\$70,015	\$123,518	\$105,284
1998	\$48,134	\$60,344	\$107,677	\$85,035
1995	\$36,898	\$47,193	\$81,686	\$69,098
1994	N/A	N/A	N/A	N/A
1992	\$32,500	\$40,000	\$75,000	N/A
1990	N/A	N/A	N/A	N/A

Since 1998, the pay gap between House staff holding Bachelor's degrees and comparably educated staff in the national workforce has increased from \$10,612 to \$18,081, an increase of 17%. Overall, those in the national workforce with bachelor's, master's and doctorate degrees earn 45%, 30% and 57.5% more, respectively.

This growing differential in pay between House staff and the national workforce may encourage some House staff to leave Capitol Hill.

<sup>13</sup> Annual Demographic Survey: March Supplement (2000): Table PINC-01; Bureau of Labor Statistics, Bureau of the Census.

## Salary: Gender

### Average Salary for all Positions by Gender

<u>Gender</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>
Male	\$46,912	\$50,193	\$40,532
Female	<u>\$38,891</u>	<u>\$42,977</u>	<u>\$34,844</u>
Differential	\$8,021	\$7,216	\$5,688

On average, female House staff earn 83 cents for every dollar earned by male staff. Among Washington staff, the figure is 86 cents; among district staff, it is also 86 cents<sup>14</sup>.

### Gender Pay Gap: The Historical Record

(female pay as a proportion of male pay)

#### House Staff

<u>Year</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>
2000	.83	.86	.86
1998	.83	.87	.84
1996	.86	.89	.87
1994	.84	.86	.87
1992	.82	.84	.84
1990	.81	.84	.83

#### Senate Staff

<u>Year</u>	<u>Total</u>	<u>Washington</u>	<u>State</u>
1999	.83	.85	.86
1997	.88	.89	.92
1995	.87	.91	.83
1993	.81	.84	.77
1991	.78	.82	.75

Since 1998, the ratio of female salaries to male salaries remained unchanged at 83 cents to the dollar. Though the gender pay gap steadily declined over the first six years of the decade, the subsequent increase in 1998 and stagnation in 2000 has resulted in only marginal progress in the pay of women over the decade. Among Washington-based staff, the gender pay gap in both the

<sup>14</sup> It may appear to be an anomaly that the percentage and differential among Washington and district staff are both smaller than the overall percentage and differential. This is statistically explained by the fact that a much higher percentage of female staffers than male staffers work in district offices (66% vs. 34%), where average salaries are lower than in Washington offices (\$36,717 vs. 46,598).

House and Senate followed a similar pattern of steady growth through the first half of the decade followed by a decline in the last four years of the decade.

The 17% difference in average pay between male and female House staff, however, is primarily explained by the staffing patterns of House offices. Analysis on pages 82 - 83 shows women are under-represented in the high-paying executive and policy positions and over-represented in the lower-paying support and mid-level positions.

**Average Salaries: U.S. Labor Force<sup>15</sup> vs. House**

	Labor Force <u>Overall</u>	Labor Force <u>Bachelor's</u>	House <u>Overall</u>	House <u>Bachelor's</u>
Women	\$33,303	\$43,950	\$38,891	\$37,507
Men	\$50,438	\$68,101	\$46,912	\$43,342

Women on congressional staffs tend to earn comparatively more than women in other sectors of the economy. Furthermore, 1999 statistics show women earn 66% of men's pay (\$33,303 vs. 50,438)<sup>16</sup>. Among U.S. workers with bachelor's degrees, women averaged \$43,950, which is 65% of the \$68,101 average earned by men with bachelor's degrees.<sup>17</sup>

**Difference in Pay within Positions by Gender**

Differences in average salaries do not by themselves demonstrate that women or men are paid unfairly. Pay differences, for example, could be due to less work experience or educational training. To determine if gender has a unique or independent impact on pay within jobs, CMF used a method called multiple regression analysis to control for the effects of all of the other demographic variables measured (e.g., age, education, time in position, etc.).

In 5 of the 16 positions analyzed in this manner, gender was found to uniquely affect pay. That is, for 11 of the 16 positions, staff with comparable qualifications did not earn statistically significantly less or more than their gender counterparts. However, females in four positions – Chief of Staff, Press Secretary, District Director, and Field Representative – earned less than comparably qualified males staffing these positions. In one position – Washington Staff Assistant -- males earned less than similarly qualified females. This is the sixth report since 1990 to analyze gender through regression analysis. In five of these reports regression analysis has shown that male Chiefs of Staff earned more than did comparably qualified females and in three reports that male District Directors earned more than did comparable female District Directors. This was the second report in which male Press Secretaries earned more than comparably qualified females and the first time male Field Representative earned more than females.

<sup>15</sup> Refers to full-time, year-round workers in U.S. labor force.

<sup>16</sup> Annual Demographic Survey: March Supplement (2000): Table PINC-01; Bureau of Labor Statistics, Bureau of the Census.

<sup>17</sup> Annual Demographic Survey: March Supplement (2000): Table PINC-01; Bureau of Labor Statistics, Bureau of the Census.

## Salary: Race/Ethnicity

### Average Salary for all Positions by Race/Ethnicity

<u>Race/Ethnicity</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>
Asian	\$37,413	\$38,558	\$32,644
Black	\$40,656	\$48,464	\$35,584
Hispanic	\$35,434	\$41,447	\$32,683
White	\$42,920	\$46,740	\$37,339
Other	\$40,704	\$43,030	\$35,858

On average, Black House staff earn 95 cents for every dollar earned by white staff. Hispanic staff earn 83 cents, and for Asian staff the figure is 87 cents.<sup>18</sup> Washington-based black staff earn more, on average, than white staff. However, district-based black staff earn less than their white counterparts.

### Pay Gap by Race/Ethnicity: The Historical Record

(as a proportion of the pay for white staff)

#### House Staff

<u>Year</u>	<u>Asian</u>	<u>Black</u>	<u>Hispanic</u>
2000	.87	.95	.83
1998	N/A	.87	.88
1996	N/A	.92	.93
1994	N/A	.92	.86
1992	N/A	.93	.77
1990	N/A	.89	.82

After reaching a decade low of 87% in 1998, the pay of black staff as compared to white rose to 95 cents on the dollar. This is more in line with the norm of the last decade. Part of the explanation for such a dramatic decrease in the pay gap of 8% is a higher increase in average salary for black staff as compared to white staff since 1996 (19% vs. 16% increase). However, the most likely explanation for the decrease in the pay gap for black staff is improved sampling from the 1998 report rather than actual changes in pay practices. As reported in 1998, Black Member offices were under-represented in the survey sample (2.3% sample vs. 8.9% actual representation in the 106<sup>th</sup> Congress), which lead to an undercounting of House black staff. This

<sup>18</sup> This is the first House survey to report this information for Asians; therefore, there was no historical data for comparison.

year's survey sample has a 4.9% Black Member participation rate, which is still below the actual 8.8% representation in the 106<sup>th</sup> Congress.

The pay of Hispanic staff as compared to white staff has been quite variable over the decade. The overall pay differences between minority and white staff are largely due to staffing patterns in House offices. Analysis on page 87 shows that minorities are under-represented in higher-paying executive and policy positions and over-represented in the lower-paying support and mid-level positions.

National salary data for 1999 show full-time, year-round black workers earned 73% of the pay of whites, while Hispanics earned 62%<sup>19</sup>. In other words, the pay of minority staff in Congress is more equitable than the pay of minority workers in the overall U.S. labor force.

### **Difference in Pay within Positions by Race/Ethnicity**

As with the salary differences between females and males, the disparities in salary among racial and ethnic groups by themselves do not indicate a pattern of dissimilar pay for similar work and qualifications. To determine if race/ethnicity has a unique or independent impact on pay within jobs, we used multiple regression analysis to control for the effects of all of the other demographic variables measured (e.g., age, education, time in position, etc.).

In only 1 of 16 positions analyzed in this manner in 2000 did we find race/ethnicity uniquely affecting pay. That is, for 15 of the 16 positions, minority staff did not earn significantly less or more than similarly qualified white staff who performed the same job. The only exception was the Legislative Correspondent position, in which minorities earned more than whites when controlling for the effects of other variables on pay.

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<sup>19</sup> Annual Demographic Survey: March Supplement (2000): Table PINC-01; Bureau of Labor Statistics, Bureau of the Census.

## **Part 2: Tenure Data**

## Tenure: Averages

### Years in Current Position

<u>Year</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>
2000	3.0	2.4	3.9
1998	2.7	2.2	3.4
1996	3.0	2.5	3.8
1994	3.2	2.6	4.0
1992	3.7	3.0	4.6
1990	3.5	2.9	4.4

### Years in Current Office

<u>Year</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>
2000	3.7	3.1	4.4
1998	3.3	2.9	4.0
1996	3.6	3.1	4.1
1994	3.6	3.1	4.2
1992	4.1	3.6	4.9
1990	N/A	N/A	N/A

### Years in Congress

<u>Year</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>
2000	5.2	5.0	5.4
1998	4.9	4.9	4.9
1996	5.1	5.2	5.1
1994	5.0	5.0	5.0
1992	5.3	5.1	5.6
1990	5.1	5.0	5.2

Since 1998, average tenure in position has increased 11%, average tenure in office has increased 12%, and average tenure in Congress has increased 6%. This reverses a trend of decline over the decade, and is likely a result of a similar reversal of decline in Member tenure (as seen in the chart below). It is logical that a correlation exists between the tenure of a Member and the amount of time their staff could have spent in their positions and offices. Therefore, as the tenure of House Members changes, we would expect to see the average staff tenure in position and office correspondingly affected.

### Tenure of House Members

	<u>1992</u>	<u>1994</u>	<u>1996</u>	<u>1998</u>	<u>2000</u>
1 <sup>st</sup> – 3 <sup>rd</sup> term	31%	45%	52%	57%	49%
4 <sup>th</sup> term or above	69%	55%	48%	43%	51%



## Tenure: Distributions

The average tenure data for House staff masks the fact that a large number of staff have little experience in Congress while a small number of staff have substantial experience. The next three tables report the distribution of experience.

### Years in Current Position

<u>Years</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>
<= 1	40.3%	48.2%	30.0%
1.1 - 2	21.4%	23.3%	19.0%
2.1 - 5	21.9%	18.2%	26.7%
5.1 - 10	11.8%	7.8%	17.1%
=> 10.1	4.6%	2.5%	7.2%

### Years in Current Office

<u>Years</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>
<= 1	31.7%	37.0%	24.8%
1.1 - 2	19.2%	21.1%	16.7%
2.1 - 5	27.6%	26.2%	29.4%
5.1 - 10	15.3%	11.4%	20.3%
=> 10.1	6.2%	4.3%	8.8%

### Years in Congress

<u>Years</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>
<= 1	24.0%	25.6%	21.9%
1.1 - 2	15.2%	15.8%	14.4%
2.1 - 5	29.4%	30.5%	27.9%
5.1 - 10	18.0%	15.4%	21.3%
=> 10.1	13.5%	12.6%	14.6%

Though the average tenure in Congress for House staff increased to 5.2 years in the last two years (see chart on page 72), a significant portion of House staff remains inexperienced. Thirty-nine percent of staff have worked in Congress for two years or less, with nearly a quarter having less than one year of congressional experience. House staff also have low tenure in position. Seventy-one percent of Washington staff and nearly two-thirds of all House staff have less than two years of experience in their positions.

## Tenure: Positions

### Percent of Staff with less than 1 and 2 years of Experience

	Time in Position		Time in Congress	
	<= 1 yr.	<= 2 yrs.	<= 1 yr.	<= 2 yrs.
<b>Washington Positions</b>				
Staff Assistant (Wash)	86%	95%	83%	91%
Legislative Correspondent	85%	97%	65%	81%
System Administrator	59%	78%	41%	62%
Legislative Assistant Gen.	55%	82%	18%	50%
Press Secretary	51%	74%	20%	42%
Scheduler	46%	66%	26%	38%
Legislative Assistant Pri.	45%	75%	18%	37%
Legislative Director	33%	64%	3%	6%
Office Manager	24%	51%	18%	27%
Chief of Staff	17%	39%	2%	11%

<b>District Positions</b>	<= 1 yr.	<= 2 yrs.	<= 1 yr.	<= 2 yrs.
	Staff Assistant (District)	46%	64%	43%
District Scheduler	35%	52%	21%	36%
Grants/Proj. Coordinator	34%	52%	21%	36%
Field Representative	31%	51%	23%	39%
Constituent Service Rep.	26%	48%	22%	39%
District Director	22%	38%	8%	16%

As the table illustrates, virtually all of the 16 most commonly staffed House personal office positions are afflicted by turnover. While turnover is higher for entry-level positions, it is still quite high for senior-level jobs. For example, 64% of Legislative Directors and 74% Press Secretaries have been in their respective positions for less than 2 years. While turnover in job is high, years in Congress, however, demonstrates that most of those staff have a good deal of congressional experience. In 11 of 16 positions, more than 50% of the staff have more than 2 years experience in Congress.

## Tenure: Demographics

### Staff Tenure by Educational Attainment

<u>Highest Level</u>	<u>Position</u>	<u>Average Years in</u>	
		<u>Office</u>	<u>Congress</u>
High School or less	5.8	6.6	9.4
Some College	5.0	5.3	7.5
Bachelor's	2.5	3.2	4.4
Master's	3.0	3.8	5.3
Law Degree	2.3	2.9	4.4
Doctorate	3.4	4.8	5.6

A clear pattern emerges when tenure is broken down by educational attainment: staff without college degrees remain in their positions, offices and Congress much longer than do those with college or graduate degrees. Most staffers without bachelor's degrees are in mid-level and support positions. Their low turnover may reflect limited opportunity for advancement. Conversely, higher educational attainment seems to allow for more advancement and opportunities both on and off the Hill.

### Tenure by Gender

<u>Gender</u>	<u>Position</u>	<u>Average Years in:</u>		
		<u>Office</u>	<u>Congress</u>	
Female	3.4	4.0	5.6	
Male	2.6	3.3	4.6	

Women have substantially longer tenure than men do in all three categories. This has consistently been the case throughout the past decade. This pattern might be related to age, as male staffers are younger, on average, than their female counterparts in the House (32.8 vs. 36.1).

### Staff Tenure by Race/Ethnicity

<u>Race/Ethnicity</u>	<u>Position</u>	<u>Average Years in:</u>		
		<u>Office</u>	<u>Congress</u>	
Asian	2.9	3.2	4.6	
Black	3.8	4.3	6.0	
Hispanic	3.1	3.5	4.1	
White	2.9	3.6	5.2	
Other	3.4	3.8	4.7	

Black staff have the highest average tenure in their position, office, and in Congress. This has been the case in all of CMF's House studies published over the past decade.

## Regression Analysis of Staff Tenure

This section analyzes the factors that influence turnover. We used a statistical procedure called multiple regression analysis. This technique allowed us to determine the unique influence of 11 variables on tenure in position and tenure in office by controlling for the effects of the other 10 variables. These variables fall into four categories:

- 1) demographic (e.g., age, gender, race/ethnicity, educational attainment)
- 2) office environment (e.g., Member term, office organizational structure)
- 3) salary (average and relative)
- 4) benefits (e.g., average bonus, minimum vacation leave, parental leave)

**Regression results:** We analyzed *tenure in position* and *tenure in office* separately. We found that four variables were statistically significant predictors of both tenure in position and tenure in office. These variables were:

- 1) Salary<sup>20</sup>
- 2) Age
- 3) Member Tenure
- 4) Education Level

**Salary:** Salaries are generally thought of as financial incentives or rewards for performance and measures of one's "worth" to the organization. The regression analysis found higher salaries play a statistically significant role in lowering turnover in positions and offices. It is logical, but not always understood, that staff in offices paying higher salaries remain in their jobs and offices longer.

**Age and Member Term:** It intuitively makes sense that the older a staffer, and the longer the staffer's Member has served, the longer the staff is likely to have been in his job and office. In addition, older staffers may simply be less inclined to change jobs or less capable of doing so.

**Education:** As staff members acquire more education, their opportunities for advancement increase substantially. They can either advance within their present office, or seek better positions elsewhere, at a faster rate than their less educated colleagues. It is not surprising that higher levels of education are related to shorter tenure in both current position and current office.

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<sup>20</sup> In these regressions, we used two salary variables: (1) each individual's annual salary (an absolute measure of reward), and (2) the differential between each individual's salary and the average salary for his position (a relative measure of reward). Higher levels of both absolute and relative salary variables were significantly correlated with lower turnover in both position and office. For simplicity, we will refer to both variables jointly as "salary" in the remainder of this section.

## **Part 3: Demographic Data**

## Age & Education: General Information

### Staff Location by Age

Average Age	<u>Total</u> 34.7	<u>Washington</u> 31.1	<u>District</u> 39.5
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The average age of House staff is about 35, with an age range of 18 to 76. Over 60% of House staff are under the age of 35. Throughout the 1990s, the average age of House staff has gone unchanged, with staff in district offices, on average, eight years older than staff in Washington offices.

House staff are slightly younger than workers in the U.S. labor force, who have a median age of 39.0<sup>21</sup>. House staff are much younger than federal executive branch employees, whose average age is 46.1<sup>22</sup>.

### Age by Member Tenure

	<u>Average Age in Years</u>
1 <sup>st</sup> term	32.8
2 <sup>nd</sup> term	34.5
3 <sup>rd</sup> term	34.3
4 <sup>th</sup> to 6 <sup>th</sup> term	34.8
7 <sup>th</sup> to 9 <sup>th</sup> term	36.1
10 <sup>th</sup> term	37.1

Generally, as Member tenure increases, average staff age increases as well.

### Age by Member Party Affiliation

	<u>Average Age in Years</u>
Democrat	34.4
Republican	34.9

There is no significant difference in the age of Republican and Democratic staff.

<sup>21</sup> Unpublished data; U.S. Bureau of Labor Statistics (1999).

<sup>22</sup> Christine Steele, "Profile of Federal Civilian Non-Postal Employees," Office of Personnel Management, March 31, 2000.

## Educational Attainment by Staff Location

	<u>Total</u>	<u>Washington</u>	<u>District</u>
High School or less	5.9%	1.6%	11.7%
Some College	12.0%	5.1%	21.2%
Bachelor's	65.9%	71.2%	58.8%
Master's	9.6%	12.8%	5.5%
Law Degree	6.1%	8.7%	2.6%
Doctorate	0.5%	0.7%	0.3%

As was the case in previous reports, House staff are well-educated, with 82.1% having a minimum of a bachelor's degree and 16.2% holding advanced degrees. In the Senate, 85.5% of staff hold at least a bachelor's degree, while 20.5% hold advanced degrees.

Congressional staff have significantly greater educational training than do federal civilian employees, 40.0% of whom have at least a bachelor's degree<sup>23</sup>. Among the U.S. workforce, only 25.5% have at least a bachelor's degree<sup>24</sup>.

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<sup>23</sup> Christine Steele, "Profile of Federal Civilian Non-Postal Employees," Office of Personnel Management, March 31, 2000.

<sup>24</sup> The Employment Situation, Bureau of Labor Statistics, August 2000.

## Gender: General Information

### Gender Breakdown of House

	<u>Total</u>	<u>Washington</u>	<u>District</u>
Female	56.7%	49.6%	66%
Male	43.3%	50.4%	34%

Women and men are employed in equal numbers in Washington offices. The overall gap among female and male staff is largely due to the 2 to 1 ratio of female to male staff at the district level.

### Female staff in Congress: The Historical Record

(percent of staff who are female)

#### House Staff

<u>Year</u>	<u>Total</u>	<u>Washington</u>	<u>District</u>
2000	57%	50%	66%
1998	57%	50%	66%
1996	56%	50%	65%
1994	58%	52%	66%
1992	61%	54%	69%
1990	61%	54%	70%

#### Senate Staff

<u>Year</u>	<u>Total</u>	<u>Washington</u>	<u>State</u>
1999	58%	53%	67%
1997	56%	51%	64%
1995	56%	52%	65%
1993	60%	56%	68%
1991	62%	59%	68%

After declining 5 percentage points earlier in the decade, the proportion of female House staff has leveled off since 1996. This decrease in female staff was likely due to advances in office technology earlier in the decade, which decreased the number of support/clerical staff needed. As reported on pages 82-83, women still hold a disproportionate number of support positions, but that staffing rate has dropped from 75% to 66% over the last decade.

Overall, female staff are far more heavily employed in Congress than in other sectors. Among federal civilian employees, 45.4% are women<sup>25</sup>, and 46% of the U.S. labor force<sup>26</sup> is female.

<sup>25</sup> Christine Steele, "Profile of Federal Civilian Non-Postal Employees," Office of Personnel Management, March 31, 2000.

<sup>26</sup> The Employment Situation, Bureau of Labor Statistics, August 2000.



## Gender: Demographics

### Age by Gender

	<u>Average Age in Years</u>
Female	36.1
Male	32.8

Women in House offices are, on average, 3.3 years older than men.

### Educational Attainment by Gender

	<u>Female</u>	<u>Male</u>
High School or less	9.2%	1.6%
Some College	16.9%	5.6%
Bachelor's	62.3%	70.6%
Master's	7.9%	11.9%
Law	3.2%	9.8%
Doctorate	0.5%	0.5%

A larger proportion of men than women hold at least a bachelor's degree. Overall, 93% of male staff and 74% of female staff have at least a bachelor's degree.

### Marital Status by Gender

	<u>Total</u>	<u>Female</u>	<u>Male</u>
Married	39.2%	39.5%	38.9%
Single	60.8%	60.5%	61.1%

Over 60% of House staff are single. By contrast, among year-round, full-time workers in the U.S. workforce, 37% are single and 63% are married<sup>27</sup>.

### Parental Status by Gender

	<u>Total</u>	<u>Female</u>	<u>Male</u>
Children	34.0%	39.0%	27.4%
No Children	66.0%	61.0%	72.6%

In keeping with a largely single workforce, two-thirds of House staff do not have children.

<sup>27</sup> Annual Demographic Survey: March Supplement (2000): Table PINC-02; Bureau of Labor Statistics, Bureau of the Census.

## Gender: Congressional Characteristics

### Member Party Affiliation by Gender

	<u>Total</u>	<u>Democrat</u>	<u>Republican</u>
Female	56.7%	58.3%	55.0%
Male	43.3%	41.7%	45.0%

The gender breakdown among Democrats and Republicans is very similar to the overall percentage of females and males in the House, with slightly more women working in Democrat offices.

### Gender Type by Position

We report the percentage of women and men staffing each position in the “Individual Position Profiles and Analyses” section beginning on page 7. In the table below, we have grouped positions of similar responsibility and disaggregated them by gender.

	<u>Executive</u>	<u>Policy</u>	<u>Mid-level</u>	<u>Support</u>	<u>Overall</u>
Female	38.0%	41.0%	69.1%	66.7%	56.7%
Male	62.0%	59.0%	30.9%	33.3%	43.3%

In comparison to the overall composition of House personal staff, males hold a disproportionate share of executive and policy positions; females hold a disproportionate share of mid-level and support positions.

In the Senate in 1999, female staff occupied 37% of executive jobs, 43% of policy jobs, 67% of mid-level jobs, and 62% of support jobs.

Women hold a much higher proportion of top positions in Congress than they do in the U.S. economy overall.

	<u>Congress</u>	<u>Federal Executive Agencies</u> <sup>28</sup>	<u>Fortune 500 Companies</u> <sup>29</sup>
Women in Executive positions	38.0%	23.4%	11.9%

<sup>28</sup> Executive Resources Management, U.S. Office of Personnel Management, September 1999.

<sup>29</sup> 1999 Catalyst Census of Women Corporate Officers and Top Earners

## Position Category Definitions

**Executive positions:** Chief of Staff, Legislative Director, Press Secretary, and District Director.

**Policy positions:** the **Executive positions** plus Legislative Assistant (Priority) and Legislative Assistant (General).

**Mid-level positions:** Office Manager, Scheduler, System Administrator, Constituent Services Representative, District Scheduler, Field Representative, Grants and Projects Coordinator.

**Support positions:** Legislative Correspondent, Staff Assistant (Washington), and Staff Assistant (District).

## Type of Position: The Historical Record

(percentage in each position type by Gender)

### Females

<u>Year</u>	<u>Executive</u>	<u>Policy</u>	<u>Mid-Level</u>	<u>Support</u>	<u>Overall</u>
2000	38.0%	41.0%	69.1%	66.7%	56.7%
1998	38.0%	38.9%	70.7%	66.4%	56.5%
1996	38.4%	39.5%	70.3%	64.7%	56.3%
1994	39.1%	40.5%	71.6%	70.0%	57.7%
1992	41.7%	43.6%	72.1%	75.6%	60.5%
1990	N/A	N/A	N/A	N/A	60.5%

### Males

<u>Year</u>	<u>Executive</u>	<u>Policy</u>	<u>Mid-Level</u>	<u>Support</u>	<u>Overall</u>
2000	62.0%	59.0%	30.9%	33.4%	43.3%
1998	62.0%	61.1%	29.3%	33.6%	43.5%
1996	61.6%	60.5%	29.7%	35.3%	43.7%
1994	60.9%	59.5%	28.4%	30.0%	42.3%
1992	58.3%	56.4%	27.9%	24.4%	39.5%
1990	N/A	N/A	N/A	N/A	38.1%

Since 1998, there has been a 2 percentage point shift of women from mid-level positions into policy positions. Over the past decade, the proportion of female House staff has declined nearly 4 percentage points. The percentage of females in the executive, policy, and mid-level positions throughout the decade declined at rates similar to that of overall decline of female House staff. The percentage of females staffing support positions has dropped 9 percentage points over the decade. This has resulted in a decline in the over-representation of women in support positions.

## Race/Ethnicity: General Information

In this section of the report, we compare staff employment, age, gender, educational attainment, and type of position by race/ethnicity. Offices were surveyed as to staff membership in the following ethnic groups: Asian, Black, Hispanic, Native American, Pacific Islander, White, and "Other".

In the table immediately below, we show the percentage of staff in each of these seven ethnic groups. However, because the numbers of Native American and Pacific Islander staff in House personal offices are small, we have combined these two ethnic groups with the group titled "Other" for the remainder of the tables in this section, and in other parts of this report. This is the first time we have not combined the information of Asian staffers with the "Other" category; therefore, we will be unable to make some historical comparisons with the data in this section.

### Race/Ethnicity Breakdown of House

	<u>Total</u>	<u>Washington</u>	<u>District</u>
Asian	1.2%	1.7%	0.5%
Black	7.6%	5.3%	10.6%
Hispanic	5.3%	3.0%	8.5%
Native American	0.0%	0.1%	0.0%
Pacific Islander	0.7%	0.6%	0.7%
White	84.4%	88.3%	79.3%
Other	0.7%	1.0%	0.4%

Overall, minorities comprise 15.6% of House personal office staff. This is an increase of just under 1 percentage point since 1998. Staffers from minority groups tend to be much more likely to work in Members' district-based offices than in Washington offices.

## **Employment by Race/Ethnicity: The Historical Record**

(percent of staff by race/ethnicity)

### **House Staff**

<u>Year</u>	<u>Asian</u>	<u>Black</u>	<u>Hispanic</u>	<u>Other Minorities</u> <sup>30</sup>	<u>Total Minority</u>
2000	1.2%	7.6%	5.3%	1.4%	15.5%
1998	1.5%	5.9%	5.7%	1.8%	14.9%
1996	1.4%	6.8%	5.2%	1.0%	14.4%
1994	1.5%	7.9%	5.4%	1.4%	16.2%
1992	N/A	9.9%	3.6%	2.0%	15.5%
1990	N/A	9.4%	3.3%	1.1%	13.8%

The percentage of black House staff appears to have increased nearly 2 percentage points since 1998. However, this is most likely a result of improved sampling rather than actual changes in employment practices. (see explanation on pages 68-69). Since the beginning of the last decade, the percentage of black House staff has decreased by 2 percentage points. However, increases in other minority groups resulted in a roughly steady 15% minority-staffing rate in the House throughout the 1990s.

Minorities have lower employment rates in House offices than they have in the federal government. Among federal branch workers, 17.2% are black, 6.5% are Hispanic, and 4.5% are Asian/Pacific Islander<sup>31</sup>.

Nationally, Blacks comprise 11.0% of the U.S. labor force, Hispanics 10.2%<sup>32</sup>.

<sup>30</sup> Percent of Asian staff are included in 1990 and 1992 "Other Minorities" columns.

<sup>31</sup> Christine Steele, "Profile of Federal Civilian Non-Postal Employees," Office of Personnel Management, March 31, 2000.

<sup>32</sup> The Employment Situation, Bureau of Labor Statistics, August 2000.

## Race/Ethnicity: Demographics

### Age by Race/Ethnicity

	<u>Average Age in Years</u>
Asian	30.0
Black	37.7
Hispanic	34.5
White	34.5
Other	34.2

Black staff, on average, are the oldest in House offices. This pattern is consistent with previous reports.

### Race/Ethnicity by Educational Attainment

	<u>Asian</u>	<u>Black</u>	<u>Hispanic</u>	<u>White</u>	<u>Other</u>
High School or Less	3.2%	13.5%	13.3%	4.8%	13.5%
Some College	9.7%	20.3%	25.9%	10.6%	8.1%
Bachelor's	67.7%	49.5%	54.1%	68.2%	51.4%
Master's	6.5%	6.8%	4.4%	10.2%	10.8%
Law	9.7%	9.4%	2.2%	5.7%	16.2%
Doctorate	3.2%	0.5%	0.0%	0.5%	0.0%

Educational attainment varies by race/ethnicity with college degrees being most common among Asian and white staff and least common among Hispanic and black staff.

### Race/Ethnicity by Gender

	<u>Asian</u>	<u>Black</u>	<u>Hispanic</u>	<u>White</u>	<u>Other</u>
Female	71.0%	65.5%	69.3%	55.4%	32.4%
Male	29.0%	34.5%	30.7%	44.6%	67.6%

Women, who comprise 57% of all House personal staff, constitute a majority of staff in every racial and ethnic group except "Other". However, the proportion of female staff among other minority groups is substantially greater than the proportion of females among white staff. The same patterns held in all the previous reports.

## Race/Ethnicity: Congressional Characteristics

### Type of Position: The Historical Record

(percentage in each position type by Race/Ethnicity)

#### Blacks

	<u>Executive</u>	<u>Policy</u>	<u>Mid-Level</u>	<u>Support</u>	<u>Overall</u>
2000	4.6%	4.5%	9.7%	9.1%	7.6%
1998	2.3%	2.6%	8.8%	7.2%	5.9%
1996	3.3%	4.0%	8.9%	8.3%	6.8%
1994	5.5%	4.8%	10.3%	8.9%	7.9%
1992	4.8%	5.3%	13.2%	12.3%	9.9%

#### Hispanics

	<u>Executive</u>	<u>Policy</u>	<u>Mid-Level</u>	<u>Support</u>	<u>Overall</u>
2000	3.0%	2.8%	7.5%	6.5%	5.3%
1998	3.5%	2.8%	8.3%	6.6%	5.7%
1996	3.9%	3.4%	6.9%	5.3%	5.2%
1994	4.3%	3.5%	6.2%	8.3%	5.4%
1992	1.3%	1.8%	4.7%	3.7%	3.6%

#### White

	<u>Executive</u>	<u>Policy</u>	<u>Mid-Level</u>	<u>Support</u>	<u>Overall</u>
2000	91.1%	90.0%	80.7%	79.9%	84.4%
1998	92.4%	92.0%	79.7%	80.5%	85.1%
1996	90.9%	90.4%	81.2%	84.0%	85.6%
1994	88.4%	89.1%	81.1%	78.9%	83.8%
1992	92.1%	91.3%	80.3%	81.5%	84.5%

#### Other

	<u>Executive</u>	<u>Policy</u>	<u>Mid-Level</u>	<u>Support</u>	<u>Overall</u>
2000	1.3%	2.7%	2.1%	4.5%	2.6%
1998	1.8%	2.6%	3.2%	5.7%	3.3%
1996	1.9%	2.2%	3.0%	2.4%	2.4%
1994	1.8%	2.6%	2.4%	4.0%	2.9%
1992	1.8%	1.6%	1.8%	2.5%	2.0%

Since 1998, the percentage of black staff in each of the position categories has increased approximately 2 percentage points. This is most likely a result of improved sampling rather than actual changes in employment practices (see explanation on pages 68-69). Whites, who represent 84% of total House staff, hold about 91% of executive and policy positions. Minority staff, who together comprise the remaining 16% of House staff, hold approximately 8% of the executive and policy positions.

## Comparison of House and Senate Staff Positions

	House	Salary Senate*	% Senate Salary Exceeds House Salary	Tenure in Position		Tenure in Congress		Average Age	
				H	S	H	S	H	S
Chief of Staff	\$97,619	\$116,573	19.4%	4.5	4.1	10.1	9.4	40	44
Legislative Director	\$61,075	\$91,438	49.7%	2.6	3.0	7.8	11.0	33	38
State/District Director	\$61,152	\$73,872	20.8%	4.2	3.9	6.8	8.1	42	45
Press Secretary	\$45,301	\$65,362	44.3%	2.2	2.2	3.8	5.0	31	34
Office Manager	\$44,009	\$57,330	30.3%	3.8	3.3	8.3	12.0	36	39
Scheduler	\$41,068	\$44,273	7.8%	3.5	3.0	6.1	6.1	34	32
Legislative Assistant <sup>34</sup>	\$37,321	\$48,276	29.3%	1.8	2.2	3.3	4.4	29	32
Systems Administrator	\$30,205	\$39,612	31.1%	2.1	3.2	4.1	10.0	27	33
District/State Scheduler	\$34,143	\$34,205	0.2%	3.9	3.4	5.0	4.9	38	36
Constituent Services Rep. (State/District)	\$31,341	\$29,980	-4.4%	4.2	3.6	5.7	5.5	39	36
Legislative Correspondent	\$26,745	\$25,226	-5.7%	1.1	1.0	1.8	1.6	25	25
Staff Assistant (State/District)	\$24,959	\$24,454	-2.0%	2.8	3.9	3.3	4.2	38	37
Staff Assistant (Washington)	\$23,849	\$22,504	-5.6%	0.9	1.0	1.3	1.3	25	25

\*Senate data taken from CMF's *1999 Senate Staff Employment Study*

<sup>34</sup> 2000 House data is a combination of the Legislative Assistant (Priority) and Legislative Assistant (General) positions.



## House-Senate Comparisons

The data on the preceding page allow us to compare the salary, tenure, age, and education of House and Senate staff in 13 directly comparable positions.

### **Salaries**

Overall, the average salary for House staff is \$42,314 and the average salary for Senate staff is \$42,037. However, within higher-paying positions, Senate staff receive significantly higher salaries than do their House counterparts. For example, Senate Chiefs of Staff earn 19% more than do House Chiefs of Staff, while Senate LDs, Press Secretaries, and LAs earn at least 30% more than do their House counterparts. Within all the low-paying positions, House staff earn slightly higher salaries than do their Senate counterparts.

### **Tenure in Position**

Job tenures are roughly equal among comparable House and Senate positions. There is no clear pattern of higher average tenure in position for either House or Senate staff.

### **Tenure in Congress**

On average, House and Senate staff have about the same number of years of congressional experience. However, Senate staff in all high-paying positions, except Chief of Staff, have substantially more years of congressional experience than do their House counterparts.

### **Average Age**

In many of the highest-paying Washington positions, Senate staff are an average of three years older than their House counterparts. The positions with the largest age differentials are Chief of Staff, Legislative Director, Press Secretary, and Systems Administrator. However, when comparing overall staff ages, House staff are approximately one year older than Senate staff.

### **Educational Attainment**

Virtually no differences exist between House and Senate staff when comparing the proportions of staff who hold at least a bachelor's degree. However, in 11 of the 13 directly comparable positions, more Senate staff hold graduate degrees than do their counterparts in the House. This differential is greatest among the highest paying positions: Chief of Staff (with a difference of 9%), District/State Director (12%), Legislative Director (22%), Legislative Assistant (24%), and Office Manager (6%). The comparison between House and Senate staff by levels of educational attainment is not shown on the chart on page 88.

## **Conclusions and Hypotheses**

House staff in positions with average salaries of under \$30,000 earn slightly higher salaries than do their Senate counterparts. However, for higher-paying positions, Senate staff earn up to 50% more than their House counterparts earn.

What accounts for this pattern? Our survey data suggest several hypotheses for this finding, discussed below. However, our data cannot conclusively explain the patterns that exist, nor is any single hypothesis consistent with all of the data.

**Age and Experience.** The conventional wisdom is that Senate staff are older and more experienced; in fact, this is generally true. This age and tenure gap is more pronounced in the higher-level positions. House and Senate staff in the lower-level positions are more comparable to each other in age and tenure in Congress.

**Hiring Strategies.** Senate offices may use their hiring "advantages" over House offices (larger personnel budgets, greater budget flexibility, and higher maximum salary) to pay a significant premium over House offices for top-level staff, while electing to pay lower-level staff approximately the same salaries they would receive in the House.

**Responsibility.** Senate staff in certain positions have more responsibility than do their House counterparts. Senate AAs and LDs, for example, supervise more staff and need to coordinate staff work on a broader range of issues.

**Specialization.** Specialists tend to be more highly compensated than are generalists, and Senate staff are more likely to be specialists. Senate LAs, for example, cover fewer issues than do their House counterparts, and may be expected to be more knowledgeable on a given issue.

**Flexibility.** Several lower-paying positions that are staffed separately in Senate offices are combined in House offices. Consequently, House staff may be valued for their ability to perform multiple tasks. If so, this would offset specialization among Senate staff and explain the slightly higher salaries for House staff among lower paying positions.

## Appendix A

### Characteristics of the Sample

#### Sample Size

*n* = 183

The questionnaire was sent to all 440 House personal offices. One hundred eighty-three House offices returned the survey, yielding a response rate of 41.6%. From the surveys, data was collected regarding 2787 House personal office staff. Of these, 2608 (93.6%) were full-time and 179 (6.4%) were part-time.

#### Frequency Analyses

Below is a series of analyses examining the similarities of various characteristics of the offices responding to the survey and of the House offices in their entirety. For each characteristic, “Survey frequency” shows its occurrence in the sample and “Actual frequency” shows its occurrence in the House.

#### Responses by political party

<u>Party</u>	<u>Survey frequency</u>	<u>Actual frequency</u>
Democratic	51.4%	49.1%
Republican	48.6%	50.7%
Independent	0%	0.2%

#### Responses by Member tenure

<u>Member tenure</u>	<u>Survey frequency</u>	<u>Actual frequency</u>
1 <sup>st</sup> Term	15.8%	11.0%
2 <sup>nd</sup> Term	16.4%	16.0%
3 <sup>rd</sup> Term	16.9%	15.4%
4 <sup>th</sup> to 6 <sup>th</sup> Terms	29.0%	27.2%
7 <sup>th</sup> Term or more	21.9%	29.0%

#### Responses by state population

<u>State population</u>	<u>Survey frequency</u>	<u>Actual frequency</u>
<= 2 million	12.6%	7.0%
2-5 million	20.9%	19.3%
5-10 million	25.8%	28.9%
>10 million	40.7%	44.5%

### Responses by geographic region

<u>Region</u>	<u>Survey Frequency</u>	<u>Actual Frequency</u>
South	24.0%	28.9%
Border	6.0%	7.3%
New England	7.7%	5.2%
Mid-Atlantic	15.8%	15.2%
Midwest	15.3%	16.8%
Plains	7.7%	5.0%
Rocky Mountain	8.2%	5.5%
Pacific Coast	13.7%	16.1%

### Responses by Member gender

<u>Member gender</u>	<u>Survey frequency</u>	<u>Actual frequency</u>
Female	13.2%	13.0%
Male	86.8%	87.0%

### Responses by Member race/ethnicity

<u>Member race/ethnicity</u>	<u>Survey frequency</u>	<u>Actual frequency</u>
Black	4.9%	8.8%
Hispanic	5.5%	4.4%
White	88.5%	85.5%
Other	1.1%	1.1%

The overall survey sample very closely reflects the actual composition of the House in each of the above dimensions. This strongly supports the conclusion that the data in this report are valid. The area where the sample is less reflective of the House is Member race. White Members are somewhat over-represented and Black Members are somewhat under-represented.

## Appendix B

### State Population Categories

For purposes of reporting data, we grouped states into four categories using Census Bureau population estimates for July 1, 1999. Our categories and the states in each category are as follows:

- 1. Up to 2 million people:** Alaska, Delaware, Hawaii, Idaho, Maine, Montana, Nebraska, Nevada, New Hampshire, New Mexico, North Dakota, Rhode Island, South Dakota, Vermont, West Virginia, Wyoming.
- 2. 2 to 5 million people.** Alabama, Arizona, Arkansas, Colorado, Connecticut, Iowa, Kansas, Kentucky, Louisiana, Minnesota, Mississippi, Oklahoma, Oregon, South Carolina, Utah.
- 3. 5 to 10 million people.** Georgia, Indiana, Maryland, Massachusetts, Michigan, Missouri, New Jersey, North Carolina, Tennessee, Virginia, Washington, Wisconsin.
- 4. More than 10 million people.** California, Florida, Illinois, New York, Ohio, Pennsylvania, Texas.

## Appendix C

### Geographical Regions

#### South

Alabama  
Arkansas  
Florida  
Georgia  
Louisiana  
Mississippi  
N. Carolina  
S. Carolina  
Tennessee  
Texas  
Virginia

#### Border

Kentucky  
Maryland  
Missouri  
Oklahoma  
West Virginia

#### New England

Connecticut  
Maine  
Massachusetts  
New Hampshire  
Rhode Island  
Vermont

#### Mid-Atlantic

Delaware  
New Jersey  
New York  
Pennsylvania

#### Midwest

Illinois  
Indiana  
Michigan  
Ohio  
Wisconsin

#### Plains

Iowa  
Kansas  
Minnesota  
Nebraska  
N. Dakota  
S. Dakota

#### Rocky Mountain

Arizona  
Colorado  
Idaho  
Montana  
Nevada  
New Mexico  
Utah  
Wyoming

#### Pacific Coast

Alaska  
California  
Hawaii  
Oregon  
Washington

## APPENDIX D

### **Cost of Living Differences: The ACCRA Cost of Living Index**

In determining salaries, offices may wish to consider the cost of living in any given locale. About 57% of House staff live and work in the Washington, D.C. metropolitan area while the other 43% are scattered across the country. The cost of living can vary dramatically between Washington and district offices or even between different offices in the district. ACCRA (the National Association of Applied Community and Economic Development Researchers) produces the ACCRA Cost of Living Index quarterly to provide a reasonably accurate measure of living cost differences among approximately 300 urban areas. The Index measures relative price levels for goods and services in different areas at a given point in time. The Index does not measure inflation.

The ACCRA survey depends upon staff or volunteers from local chambers of commerce or similar organizations to report the necessary data. Unfortunately, a number of larger metropolitan areas do not participate in the survey; no comparable information is available for them. We have listed the composite cost of living index for approximately 300 metropolitan areas and cities. For more information, consult the ACCRA Cost of Living Index.

### **Using the Index**

The average of all participating areas equals 100, and each area's index is read as a percentage of the average. Anchorage, Alaska for example, has a rating of 122.9, indicating the cost of living in Anchorage is 22.9% percent higher than average. ACCRA cautions that because its index is based upon a limited number of consumer goods and services, percentage differences between areas should not be treated as exact measures. Furthermore, small differences should not be construed as significant.

**ACCRA Cost of Living Index**  
**First Quarter, 2000**  
(Copyright, ACCRA; reprinted with permission)

<b>Average City, USA</b>	100.0	San Diego	110.0
		Santa Barbara	125.1
<b>Alabama</b>		Visalia	104.3
Birmingham	94.7	<b>Colorado</b>	
Decatur	94.9	Colorado Springs	102.2
Dothan	94.2	Denver	107.9
Florence	93.9	Fort Collins	103.1
Huntsville	95.9	Grand Junction	100.9
Mobile	97.1	Pueblo	90.4
Montgomery	98.5	Glenwood Springs	116.2
Tuscaloosa	96.0	Gunnison	105.6
Cullman County	95.3		
Marshall County	93.4	<b>Connecticut</b>	
		New Haven	122.1
<b>Alaska</b>		<b>Delaware</b>	
Anchorage	122.9	Dover	106.7
Fairbanks	122.3	Wilmington	114.4
Kodiak	134.8		
<b>Arizona</b>		<b>District of Columbia</b>	
Flagstaff	110.3	Washington, DC	120.1
Las Vegas	104.8		
Phoenix	104.3	<b>Florida</b>	
Tucson	99.6	Daytona Beach	94.5
Yuma	99.5	Fort Myers	97.9
Prescott Valley	108.1	Fort Walton Beach	99.0
Sierra Vista	97.5	Jacksonville	97.7
		Miami	104.0
<b>Arkansas</b>		Orlando	99.8
Fayetteville	89.3	Panama City	100.4
Fort Smith	88.1	Pensacola	99.3
Jonesboro	89.9	Sarasota	100.4
Little Rock	94.6	Tallahassee	105.1
El Dorado	94.3	Tampa	96.4
Hot Springs	96.8	West Palm Beach	105.3
		Vero Beach	102.8
<b>California</b>		<b>Georgia</b>	
Fresno	106.2	Albany	96.8
Modesto	107.9	Atlanta	102.3
Oakland	153.8		
Riverside	117.8		
Sacramento	109.9		

Augusta	98.9
Macon	96.8
Savannah	100.5
Americus	99.1
Bainbridge	94.1
Douglas	91.4
Rome	93.3
Tifton	92.4
Valdosta	99.6

**Idaho**

Boise City	100.3
Pocatello	96.4
Idaho Falls	93.5
Twin Falls	97.0

**Illinois**

Bloomington	105.0
Champaign	105.6
Chicago	116.5
Davenport	99.7
Decatur	97.6
Peoria	100.1
Rockford	96.8
Springfield	99.1
Danville	96.7
Quincy	96.5

**Indiana**

Bloomington	101.1
Elkhart	95.6
Evansville	93.8
Indianapolis	93.6
Lafayette	97.3
Muncie	97.9
South Bend	89.9
Terre Haute	93.8

**Iowa**

Cedar Rapids	97.1
Des Moines	97.3
Waterloo	98.3
Ames	97.6
Burlington	98.7
Mason City	99.2

**Kansas**

Lawrence	100.2
Dodge City	98.7
Garden City	104.9
Hays	96.2
Hutchinson	94.1
Manhattan	92.3
Salina	96.0

**Kentucky**

Cincinnati	95.9
Clarksville	95.5
Lexington	96.9
Louisville	96.6
Bowling Green	99.0
Murray	87.6
Paducah	90.6

**Louisiana**

Alexandria	91.8
Baton Rouge	108.2
Lafayette	101.3
Lake Charles	95.0
Monroe	99.4

**Maryland**

Baltimore	93.6
Cumberland	99.2

**Massachusetts**

Boston	136.3
Fitchburg	112.6
Worcester	124.2

**Michigan**

Detroit	110.5
Holland	102.9
Lansing	100.1

**Minnesota**

Minneapolis	107.6
Rochester	100.5
St. Cloud	96.3

**Mississippi**

Hattiesburg	97.2
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Jackson	91.9	Roswell	91.2
Vicksburg	95.9		
<b>Missouri</b>		<b>New York</b>	
Columbia	97.3	Binghamton	98.5
Joplin	92.1	Buffalo	97.8
Kansas City	103.4	Glens Fall	105.7
St. Joseph	92.5	Syracuse	101.2
St. Louis	92.3	Plattsburgh	99.2
Springfield	98.0	Watertown	107.1
Jefferson	95.5	<b>North Carolina</b>	
Kennett	91.8	Asheville	103.0
Nevada	89.2	Charlotte	99.2
Poplar Bluff	89.9	Fayetteville	99.7
		Goldsboro	97.9
<b>Montana</b>		Greensboro	95.1
Billings	101.2	Greenville	96.8
Great Falls	95.2	Hickory	96.0
Missoula	101.1	Jacksonville	97.5
Bozeman	98.1	Raleigh	117.5
Helena	102.2	Wilmington	101.7
Kalispell	105.2	Dare County	102.1
		Marion	97.7
<b>Nebraska</b>		Waynesville	96.9
Lincoln	97.1	Wilkwsboro	100.1
Omaha	93.8		
Grand Island	97.4	<b>North Dakota</b>	
Hastings	94.1	Bismaeck	99.1
		Fargo	96.4
<b>Nevada</b>		Minot	95.5
Las Vegas	106.9		
Reno	112.0	<b>Ohio</b>	
		Akron	101.0
<b>New Hampshire</b>		Cincinnati	98.3
Manchester	109.5	Cleveland	108.1
		Columbus	105.3
<b>New Mexico</b>		Dayton	98.1
Albuquerque	99.3	Lima	91.4
Rio Rancho	99.5	Mansfield	95.9
Las Cruces	100.4	Toledo	99.5
Santa Fe	125.7	Youngstown	94.7
Los Alamos	116.8	Zanesville	93.8
Carlsbad	90.3		
Clovis	93.4	<b>Oklahoma</b>	
Farmington	99.9	Enid	93.5
Hobbs	92.2	Lawton	92.5

Oklahoma City	92.3	Nashville	94.5
Tulsa	94.3	Murfreesboro	95.3
Ardmore	88.0	Cleveland	95.5
Bartlesville	96.0	Cookeville	89.0
Muskogee	88.4	Dyersburg	94.3
Ponca	93.8	Mooristown	96.3
Pryor Creek	90.0		
Stillwater	93.7		
<b>Oregon</b>		<b>Texas</b>	
Corvallis	112.8	Abilene	95.0
Eugene	112.3	Amarillo	93.2
Portland	107.0	Austin	93.3
Salem	105.2	Beaumont	97.4
Bend	108.2	Brownsville	93.4
Klamath Falls	100.9	Harlingen	95.0
Lincoln County	106.8	Bryan	88.4
		Dallas	99.1
		Plano	105.2
		El Paso	95.7
		Fort Worth	93.1
<b>Pennsylvania</b>		Houston	93.0
Lancaster	104.9	Killeen	91.3
Philadelphia	121.1	Lubbock	91.5
Pittsburgh	109.1	McAllen	91.9
Scranton	95.9	Odessa	91.1
York	99.0	San Antonio	89.3
Chambersburg	96.6	Sherman	95.8
		Texarkana	88.2
<b>South Carolina</b>		Tyler	95.7
Charleston	101.3	Victoria	90.1
Columbia	97.3	Waco	94.6
Greenville	98.7	Lufkin	96.2
Myrtle beach	103.8	Paris	87.5
Sumter	94.8		
Camden	97.3	<b>Utah</b>	
Hilton Head Island	110.1	Provo	104.4
		Salt Lake City	102.5
<b>South Dakota</b>		Cedar City	93.9
Sioux Falls	97.0	Logan	98.5
Vermillion	98.8	St. George	98.5
<b>Tennessee</b>		<b>Vermont</b>	
Chattanooga	101.2	Burlington	112.5
Clarksville	94.2	Barree	102.1
Jackson	96.6		
Johnson City	93.0	<b>Virginia</b>	
Knoxville	94.5	Lynchburg	96.8
Memphis	92.7		

Norfolk	99.2
Virginia Peninsula	100.9
Richmond	108.1
Roanoke	96.5
Fredericksburg	111.6

**Washington**

Bellingham	105.4
Bremerton	105.7
Olympia	104.8
Richland	98.8
Spokane	103.8
Tacoma	108.1
Yakima	104.2
Pullman	97.4
Wenatchee	100.1

**West Virginia**

Charleston	96.0
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**Wisconsin**

Appleton	96.8
Eau Claire	97.9
Green Bay	101.0
Madison	110.3
Milwaukee	104.3
Sheboygan	98.0
Marinette	97.7
Marshfield	102.1

**Wyoming**

Cheyenne	96.9
Gillette	98.1
Laramie	103.3

## APPENDIX E

Here we report the R-squared and F statistics for each of the 16 House personal office positions on which we conducted regression analysis. The R-squared value ( $0 \leq R^2 \leq 1.00$ ) reflects the amount of variance accounted for in salary by the position title in question, exclusive of other variables. The higher the R-squared number is, the more important the position title is in predicting the salary of someone who occupies that position. A high R-squared value indicates that people in that position are being paid largely on the basis of their title. A low R-squared indicates that people in that position are being paid based not only on their title, but also on other factors, such as their experience or tenure. The F statistic indicates the degree to which the R-squared value is statistically significant. The higher the F value, the less likely it is that the R-squared value is inaccurate.

	<u>R-Squared</u>	<u>Adjusted R-Squared</u>	<u>F</u>
<b>Washington Positions</b>			
Chief of Staff	.267	.229	6.972
Legislative Assistant (General Issues)	.562	.542	28.542
Legislative Assistant (Priority Issues)	.552	.503	27.422
Legislative Correspondent	.529	.475	9.838
Legislative Director	.336	.296	8.368
Office Manager	.643	.612	20.504
Press Secretary	.374	.329	8.299
Scheduler	.591	.544	12.470
Staff Assistant (Washington)	.575	.547	20.160
Systems Administrator	.655	.611	14.934
<b>District Positions</b>			
Constituent Services Representative	.324	.309	22.605
District Director	.276	.230	6.010
District Scheduler	.560	.509	10.835
Field Representative	.300	.270	10.216
Grants & Projects Coordinator	.480	.341	3.461
Staff Assistant (District)	.405	.345	6.798