

University of New Mexico
School of Law

**Student Employee Pay Rates Rubric
Effective Summer 2016**

Student Job Title	Grade I \$9.00 - 10.00	Grade II \$10.00 - 12.00	Grade III \$11.00 - 14.00	Grade IV \$12.00 - 17.00
Administrative Support & Events - Basic	X			
Administrative Support & Events - Advanced		X		
Administrative Support & Events - Lead			X	
Fiscal & Contracting Support - Basic		X		
Fiscal & Contracting Support - Advanced			X	
Fiscal & Contracting Support - Lead				X
IT Support - Probationary Entry Level	X			
IT Support - Post Probationary Entry Level	X			
IT Support - Basic		X		
IT Support - Advanced			X	
IT Support - Lead				X
Law Library Circ. - Basic	X			
Law Library Circ. - Advanced		X		
Law Library Circ. - Lead			X	
Law Library Journals	X			
Law Library Technical Services		X		
Law Library Reference – RA/TA/Tutor				X
Law Student Employees – RA/TA/Tutor				X
Mediation - Basic	X			
Mediation - Advanced		X		
Mediation - Lead			X	

Student Employee Pay Scale

Effective January 1, 2013

	Minimum	Maximum
Grade 1	\$7.50 (\$8.50 ABQ*)	\$17.00
Grade 2	\$8.00 (\$8.50 ABQ*)	\$17.00
Grade 3	\$9.00	\$17.00
Grade 4	\$9.50	\$17.00

*Albuquerque Minimum Wage

Position Class Title/Grade Definitions:

- I. **Student Entry Level** - Routine duties which may involve a modest degree of responsibility and judgment. Some specific knowledge or skills.
- II. **Student Intermediate Level** - Some responsibility and skills, perform varied and moderately complex duties involving a moderate to substantial degree of responsibility and judgment. May direct or coordinate activities of other student employees. Usually requires previous training or equivalent experience.
- III. **Student Advanced Level** - Perform varied and complex duties involving a high degree of responsibility and judgment. May supervise or regularly lead activities of other student employees. Usually requires considerable training or equivalent experience in a specialized or technical field.
- IV. **Student Technical Specialist** - Extremely high skill level, independent work.