

## ARA Pay Review Group – Salary Recommendations – 2021-2022

The ARA Pay Review Group (PRG) continues to advocate on behalf of archivists, records managers and conservators in support of reasonable pay commensurate with skills and experience. While we acknowledge that many employers are still not in a position to implement the revised salary recommendations approved by the ARA Board in August 2018, the PRG believes that in order to keep the recommendations relevant for members a yearly review should take place, with a more substantial five-year reassessment due in 2023.

As the CPI (Consumer Price Index) is a widely recognized tool for calculating inflation, we have based the increase for 2021/2022 on the CPI for the financial year 1 April 2020-31 March 2021 which was .58% in the UK and .4% in Ireland for this period.<sup>1</sup> Please note that these revised figures do not include additional benefits or regional weighting; there is considerable complexity surrounding the latter and while the PRG has not ruled out taking account of this in future reviews, it has been omitted from the 2021/2022 revision. It is expected that future revisions will be published on 1 October each year to take account of the budgetary planning that takes place in many organizations around that time.

For more details on the PRG’s work and guidance for freelancers/consultants, visit:

<https://www.archives.org.uk/publications/ara-pay-review.html> or contact [payreviewgroup@archives.org.uk](mailto:payreviewgroup@archives.org.uk) (@ARAPayReviewGr1).

Level	Salary	Description
<b>Para-professional</b>	£20,931/€22,442 minimum	Eg: support staff, performing some tasks independently. Possibly working towards qualification as a Foundation Member of the ARA and/or towards a degree/diploma.
<b>Lower Management</b>	Level 1: Starting in the range of £28,256-£33,488 or €30,603-€35,703	Eg: responsible for a discrete area of work/delivers on short term targets. Basic level of responsibility. Recently completed a specialist degree and/or qualified as a Foundation Member of the ARA.
	Level 2: £33,488 or €35,703 minimum	Eg: manages some resources, people and/or services; possibly working towards qualification as a Registered Member of the ARA.

<sup>1</sup> See <https://www.ons.gov.uk/economy/inflationandpriceindices/timeseries/d7g7/mm23> and <https://www.cso.ie/en/interactivezone/visualisationtools/cpiinflationcalculator/>

<b>Experienced – Middle Management</b>	£41,861/€45,905 minimum	Eg: service delivery and resource leadership; specialist role, e.g. sole conservator; general consultant. May have qualified as a Registered Member of the ARA and may be working towards Fellowship qualification.
<b>Senior Professional – Senior Management</b>	£57,560/€61,206 minimum	Eg: multi-role, strategic, senior leadership position, substantial sector experience in the sector; specialist consultant and/or conservator. May have qualified as a Fellow of the ARA.

\*All figures are gross and do not include London weighting.

For more details, please see the published [ARA Pay Review Group Report](#).

#### Guidance for freelancers

ARA recognises that increasing numbers of professionals are working independently on a freelance, contract or agency basis, often at an hourly or daily rate. The [Guidance for Freelancers](#) is designed to help inform those considering a move into freelance work. However, ARA advises members to undertake detailed research according to their own specific circumstances before committing to contract work.

#### Trainee roles

Graduate traineeships, apprenticeship and internships are not explicitly included in the Recommendations. However, the information provided below can be used to establish a suitable salary range for such roles.

#### Methodology

The Salary Recommendations were informed by a twelve-month research initiative led by the ARA Pay Review Group. Publications consulted include the ARA/CILIP Workforce Survey (2015) and Sue Hill Knowledge and Information Management Salary Survey (2017) alongside salary guidelines produced by CILIP (2014) and the Museums Association (2009 and 2017). The Group also analysed pay in comparable sectors. More information can be found on the pages of the [ARA Pay Review Group](#), or by reading the [ARA Pay Review Group Report](#).

#### Review

The Salary Recommendations were first published in August 2018 and are reviewed annually.