

**Senate 3C plan - Standardized Job Titles, Grades, and Salary ranges (as of July 1, 2022)**

Grade	Minimum salary	Maximum salary	Massachusetts Senate Job Titles by Office		
			Standardized Job Title	Legacy Titles	Offices
2	\$43,000*	\$68,000	Administrative Assistant		Senate Counsel
			Assistant Chief Court Officer		Court Officers
			Calendar Clerk		Clerk
			Court Officer		Court Officers
			Executive Assistant - I		Senate President
					Minority Leader
			Field Representative Caseworker		Minority Leader
			First Clerical Assistant		Clerk
			Journal Clerk/IT Assistant		Clerk
			Junior Policy Analyst		Minority Leader
			Legislative Aide	<i>District Aide</i>	Senator
				<i>District Coordinator</i>	
				<i>Bilingual Senior Assistant</i>	
				<i>Office Administrator</i>	
				<i>District Office Aide</i>	
<i>Constituent Services Aide</i>					
<i>Scheduler</i>					
<i>Assistant to Legal Counsel</i>	Minority Leader				
Legislative Coordinator		Clerk			
Receptionist		Senate Ways and Means			
		Senate President			
Second Clerical Assistant		Clerk			
3	\$49,665*	\$79,464	Chief Court Officer		Court Officers
			Director of Communications - I	<i>Director of Communications and Engagement</i>	Senator
				<i>Communications and Constituent Services Director</i>	
			Director of Constituent Services	<i>Constituent Services Liaison</i>	Senator
			Director of Administration		Administration and Finance
			Director of Education and Civic Engagement	<i>Executive Director</i>	Education and Civic Engagement
			District Liaison		Senate President
			Executive Assistant - II	<i>Operations Coordinator/Aide to Senate Counsel</i>	Senate Counsel
			HR Specialist/Assistant to Director of Senate Human Resources		Human Resources
			HR Specialist/Payroll Coordinator		Human Resources
			Project Manager of Senate Services		Administration and Finance
Senior Broadcast Editor		Administration and Finance			

\* Salaries assigned to jobs in grades 2 and 3 will not be below \$50,138

			Senior Executive Assistant	<i>Scheduler/Executive Secretary</i>	Senate President Minority Leader
4	\$57,363	\$91,781	Assistant Clerk		Clerk
			Director of Communications - II	<i>Communications and Legislative Director</i>	Minority Leader
			Deputy Director of Communications		Senate President
			District Director - I	<i>Community Development Director</i>	Senator
				<i>District Office Coordinator</i>	
				<i>District Office Director</i>	
				<i>Director of Internal and External Relations</i>	
				<i>Director of Communications and District Director</i>	Senate President
				<i>Special Projects Director</i>	
			Finance Manager		Administration and Finance
			Fiscal Policy Analyst		Senate Ways and Means
			Legislative Director - I	<i>Budget Director</i>	Senator
				<i>Budget/Policy Advisor</i>	
				<i>Budget/Legislative Director</i>	
				<i>Counsel</i>	
				<i>Deputy Legislative Director</i>	
				<i>Deputy Counsel</i>	
				<i>Director of Legislation and Policy</i>	
				<i>General Counsel</i>	
				<i>General Counsel and Legislative Director</i>	
				<i>Legislative and Policy Analyst</i>	
				<i>Research Director</i>	
				<i>Senior Policy Advisor</i>	
<i>Senior Policy Aide</i>					
<i>Staff Attorney</i>					
<i>Policy Director and Legal Counsel</i>					
	<i>Legislative and Policy Analyst</i>	Senate President			
Office Manager		Senate President			
Second Assistant Clerk to the Senate		Clerk			
Senate Broadcast Director		Administration and Finance			
Senior Fiscal Policy Analyst		Senate Ways and Means			
Senior Policy Analyst		Minority Leader			

5	\$66,254	\$106,007	Assistant Senate Counsel		Counsel
			Chief Financial Officer		Administration and Finance
			Compensation Specialist		Human Resources
			Chief of Staff - I	<i>Chief of Staff/General Counsel</i>	Senator
				<i>Deputy Chief of Staff</i>	Minority Leader
			District Director - II	<i>Director of Community Engagement and Municipal Policy</i>	Senate President
HR Manager of Diversity, Equity, Inclusion		Human Resources			
6	\$76,524	\$122,438	Assistant Senate Counsel for Compliance		Counsel
			Associate Counsel		Senate Ways and Means
			Chief of Staff - II		Leadership Offices <sup>1</sup>
			Chief of Staff - III		Minority Leader
			Deputy Counsel		Counsel
			Deputy Budget Director		Senate Ways and Means
			Deputy General Counsel		Senate Ways and Means
			Director of Senate Human Resources		Human Resources
			Legal Counsel	<i>Deputy Chief of Staff</i>	Minority Leader
			Legislative Director - II		Senate Ways and Means
			Senior Counsel		Senate Ways and Means
7	\$88,385	\$141,416	Budget Director		Senate Ways and Means
			Clerk of the Senate	<i>Senate Clerk</i>	Clerk
			Director of Communications - III		Senate President
			Counsel and Policy Advisor		Senate President
			Director of Operations		Senate President
			General Counsel		Senate Ways and Means
			General Counsel and Deputy Chief of Staff		Senate President
Senior Policy Advisor		Senate President			
8	\$102,085	\$163,335	Chief of Staff - IV		Senate President

<sup>1</sup> Leadership Offices include the offices of the Majority Leader, President Pro Tempore of the Senate, Senate President Emerita, Assistant Majority Leaders, Senate Majority Whip, Assistant Majority Whip, and the Chair, Vice Chair, and the Assistant Vice Chair of the Senate Committee on Ways and Means.

			Counsel to the Senate	<i>Senate Counsel</i>	Counsel
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