


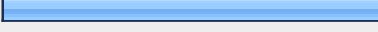
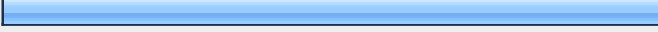


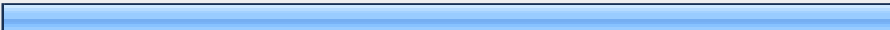

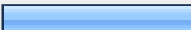
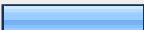


RMAA Salary Survey 2009


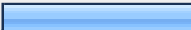

1. Which sector do you work in?			Response Percent	Response Count
Self employed			0.0%	0
Higher Education			3.7%	1
Information/Records Industry Vendor			3.7%	1
Private Enterprise - Commercial			3.7%	1
Private Enterprise - Industrial			0.0%	0
Statutory Authority			0.0%	0
Health			0.0%	0
Local Government			29.6%	8
State Government			51.9%	14
Commonwealth Government			0.0%	0
Employed outside of Records Management Industry			3.7%	1
Other (please specify)			3.7%	1
			answered question	27
			skipped question	0

2. Which geographic region do you work in?			Response Percent	Response Count
Australia - New South Wales			0.0%	0
Australia - Victoria			0.0%	0
Australia - Queensland			0.0%	0
Australia - Tasmania			0.0%	0
Australia - South Australia			0.0%	0
Australia - Northern Territory			100.0%	27
Australia - Western Australia			0.0%	0
Australia - Australian Capital Territory			0.0%	0
New Zealand			0.0%	0
United Kingdom			0.0%	0
United States			0.0%	0
Pacific Islands			0.0%	0
Other (please specify)			0.0%	0
		answered question		27
		skipped question		0


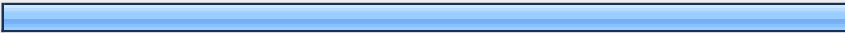


3. If not within Australia or New Zealand please name your Country or within the USA your State.		
		Response Count
		0
	<i>answered question</i>	0
	<i>skipped question</i>	27

4. Within your state/territory or country which most accurately describes your location?			
		Response Percent	Response Count
City		70.4%	19
Suburbs		3.7%	1
Country		14.8%	4
Remote Country		11.1%	3
		<i>answered question</i>	27
		<i>skipped question</i>	0






5. What is your current employment type? (please tick all that apply)

		Response Percent	Response Count
Full Time		88.9%	24
Part Time		3.7%	1
Casual		0.0%	0
Permanent		14.8%	4
Contract		3.7%	1
Job Share		0.0%	0
Flexible Hours		0.0%	0
Other (please specify)		0.0%	0
		answered question	27
		skipped question	0






6. On average how many hours per week do you work?

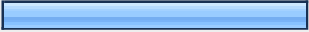
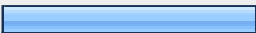
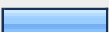


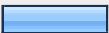
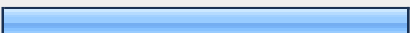
		Response Percent	Response Count
1 to 10		0.0%	0
11 to 20		7.4%	2
21 to 30		0.0%	0
31 to 40		66.7%	18
41 to 50		22.2%	6
51 to 60		0.0%	0
more than 60		3.7%	1
		answered question	27
		skipped question	0

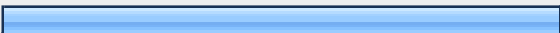
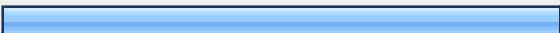


7. How often do you need to be away from your home location to perform your work?

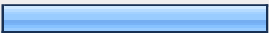
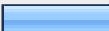
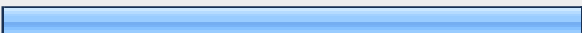
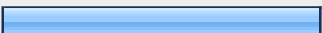
		Response Percent	Response Count
Never		48.1%	13
1-20% of the time		33.3%	9
21-30% of the time		7.4%	2
31-40% of the time		0.0%	0
41-50% of the time		0.0%	0
51-60% of the time		3.7%	1
61-75% of the time		0.0%	0
More than 75% of the time		7.4%	2
		answered question	27
		skipped question	0

8. How long have you held your current position?













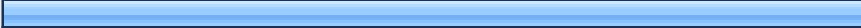
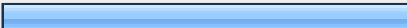

		Response Percent	Response Count
less than a year		18.5%	5
1 to 3 years		22.2%	6
3 to 7 years		40.7%	11
7 to 10 years		14.8%	4
more than 10 years		3.7%	1
		<i>answered question</i>	27
		<i>skipped question</i>	0

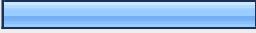
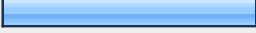
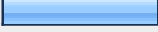

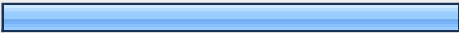
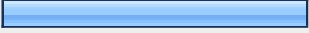
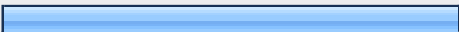

9. What is your current job title?			Response Percent	Response Count
Records Manager/Supervisor/Team Leader		24.0%	6	
Records Officer		20.0%	5	
Corporate Records/Information Manager		8.0%	2	
Consultant		0.0%	0	
Information Officer		4.0%	1	
Research Analyst		0.0%	0	
Knowledge Manager/Coordinator		0.0%	0	
Document Management Team Leader/Supervisor/Manager		0.0%	0	
Librarian		4.0%	1	
Library Assistant		0.0%	0	
Archivist		8.0%	2	
Archival Clerk/Assistant		0.0%	0	
Other (please specify)		32.0%	8	
		<i>answered question</i>	25	
		<i>skipped question</i>	2	


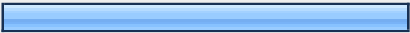
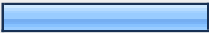
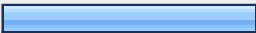
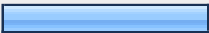
10. Does a formal (written) position description exist for your current position?			Response Percent	Response Count
Yes			44.0%	11
Yes, but it is not up-to-date			44.0%	11
Yes and I would be willing to provide a copy			4.0%	1
No			8.0%	2
			answered question	25
			skipped question	2




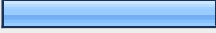
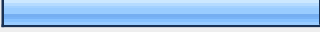
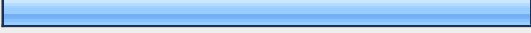
11. Are formal qualifications listed under your job description as being:			Response Percent	Response Count
Essential			20.8%	5
Required to a certain level			8.3%	2
Desirable			45.8%	11
Not required/mentioned			25.0%	6
			answered question	24
			skipped question	3


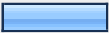



12. Which of the following duties form part of your role on a regular basis? (please tick all that apply)

		Response Percent	Response Count
Budgeting		20.0%	5
Administrative Tasks (eg Mail, Couriers, Purchasing)		56.0%	14
Supervising Staff		72.0%	18
Hiring/Terminating Staff		36.0%	9
Training		60.0%	15
Enforcing Policies		44.0%	11
Writing Policies		36.0%	9
Writing Reports		32.0%	8
Applying Disposal Schedules		56.0%	14
Writing Disposal Schedules		16.0%	4
Managing Current Records		80.0%	20
Managing Archived Records		80.0%	20
Maintaining Electronic Systems		68.0%	17
Maintaining Security (on an EDRMS)		32.0%	8
Develop, Maintain and Test Emergency Plan		8.0%	2

Develop and Implement Classification Systems		20.0%	5
Assess Freedom of Information Requests		20.0%	5
Implement and Maintain Preservation Methods		12.0%	3
Input into Strategic Plan		32.0%	8
Input into Administrative or Departmental Plan		36.0%	9
Collect and Analyse Data		24.0%	6
Identify Methodologies and Make Recommendations for Improvement		36.0%	9
Other (please specify)		8.0%	2
		answered question	25
		skipped question	2



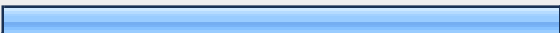
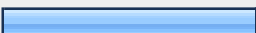
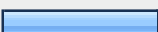

13. How many reporting levels are there between you and the CEO/GM?				
			Response Percent	Response Count
0			0.0%	0
1			16.0%	4
2			32.0%	8
3			16.0%	4
4			20.0%	5
5 or more			16.0%	4
			<i>answered question</i>	25
			<i>skipped question</i>	2


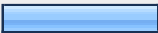
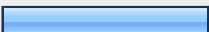
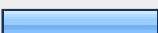
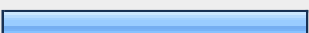
14. How many people are employed by your organisation?			
		Response Percent	Response Count
1 to 10		0.0%	0
11 to 50		4.2%	1
51 to 100		4.2%	1
101 to 250		8.3%	2
251 to 500		16.7%	4
501 to 1,000		25.0%	6
More than 1,000		41.7%	10
		<i>answered question</i>	24
		<i>skipped question</i>	3


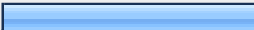
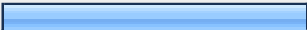
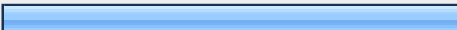
15. Which reporting area does your position fall within? (ie main division or department)			Response Percent	Response Count
IT			32.0%	8
Administration			8.0%	2
Finance			0.0%	0
Human Resources			0.0%	0
Legal			0.0%	0
Executive			8.0%	2
Corporate Services			32.0%	8
Customer Services			0.0%	0
Other (please specify)			20.0%	5
		answered question		25
		skipped question		2

16. Which additional skills do you use on a regular basis? (please tick all that apply)

		Response Percent	Response Count
IT		56.0%	14
Administrative		96.0%	24
Personnel		48.0%	12
Project Management		64.0%	16
Marketing		8.0%	2
Training		60.0%	15
Budgeting		28.0%	7
Web		20.0%	5
Negotiation		24.0%	6
Writing		56.0%	14
Communication		76.0%	19
Presentation		48.0%	12
Networking		64.0%	16
Customer Service		84.0%	21
Library		8.0%	2
Strategic Planning		48.0%	12

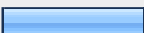


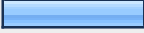

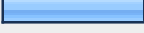
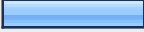
Contract Management		16.0%	4
Coaching or Mentoring		44.0%	11
Health & Safety		44.0%	11
Facilitation		20.0%	5
Sales		12.0%	3
Other (please specify)		4.0%	1
		answered question	25
		skipped question	2

17. How many staff do you supervise/manage?			
		Response Percent	Response Count
1 to 3		36.0%	9
4 to 7		12.0%	3
8 to 11		16.0%	4
12 or more		12.0%	3
I do not supervise/manage staff		24.0%	6
		answered question	25
		skipped question	2

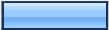


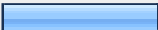
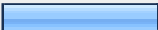
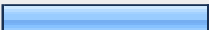


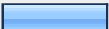
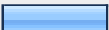
18. Including yourself, how many records and information staff are there in your organisation at any level?			Response Percent	Response Count
1 to 3			20.0%	5
4 to 7			20.0%	5
8 to 11			24.0%	6
12 or more			36.0%	9
I do not supervise/manage staff			0.0%	0
		answered question		25
		skipped question		2

19. How many of these staff hold formal qualifications in an Archives, Library, Records or Information discipline?			Response Count
			25
		answered question	25
		skipped question	2

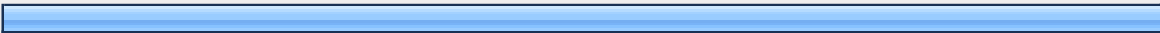

20. How many of your staff hold Professional membership with the RMAA?		
		Response Count
		25
		answered question 25
		skipped question 2

21. What is your organisations annual budget for the records and information program (including salaries, storage costs, supplies, etc)?			
		Response Percent	Response Count
Under \$50,000		11.1%	2
\$50,000 to \$100,000		5.6%	1
\$100,001 to \$250,000		11.1%	2
\$250,001 to \$500,000		11.1%	2
\$500,001 to \$1,000,000		38.9%	7
\$1,000,001 to \$5,000,000		11.1%	2
\$5,000,001 to \$10,000,000		0.0%	0
More than \$10,000,000		11.1%	2
		answered question	18
		skipped question	9



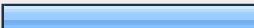

22. What is your Annual Gross Base Salary in Australian Dollars (ie not including Employer Superannuation, GST, etc)? (where part time please calculate to full time equivalent)

		Response Percent	Response Count
under \$25,000		0.0%	0
\$25,001 - \$30,000		0.0%	0
\$30,001 - \$35,000		0.0%	0
\$35,001 - \$40,000		8.0%	2
\$40,001 - \$45,000		16.0%	4
\$45,001 - \$50,000		12.0%	3
\$50,001 - \$55,000		12.0%	3
\$55,001 - \$60,000		12.0%	3
\$60,001 - \$65,000		16.0%	4
\$65,001 - \$70,000		4.0%	1
\$70,001 - \$75,000		4.0%	1
\$75,001 - \$80,000		0.0%	0
\$80,001 - \$85,000		0.0%	0
\$85,001 - \$95,000		8.0%	2
\$95,001 - \$120,000		8.0%	2
over \$120,000		0.0%	0


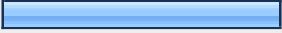
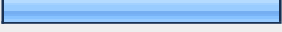
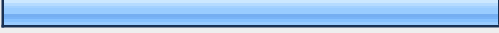
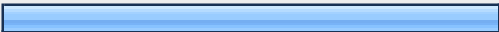
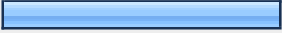
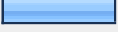
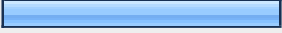
	<i>answered question</i>	25
	<i>skipped question</i>	2


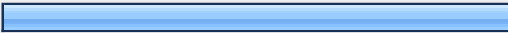
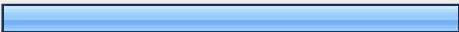
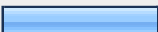
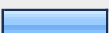
23. How large was your last salary increase?			Response Percent	Response Count
1% to 3%			91.7%	22
4% to 6%			8.3%	2
6% to 10%			0.0%	0
More than 10%			0.0%	0
	<i>answered question</i>			24
	<i>skipped question</i>			3

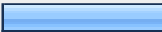
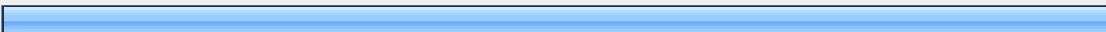
24. When was your last salary increase (ie pay not including benefits)?

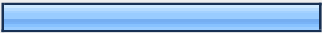


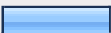
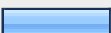
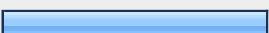


		Response Percent	Response Count
0 to 6 months ago		20.0%	5
6 to 12 months ago		56.0%	14
1 to 3 years ago		20.0%	5
More than 3 years ago		4.0%	1
		<i>answered question</i>	25
		<i>skipped question</i>	2

25. Do you receive any additional benefits? (please tick all that apply)			Response Percent	Response Count
Additional Annual Leave entitlements	<input type="checkbox"/>		26.3%	5
Flexible working hours	<input checked="" type="checkbox"/>		52.6%	10
Annual Bonus Payments	<input type="checkbox"/>		21.1%	4
Shares	<input type="checkbox"/>		0.0%	0
Personal health Insurance	<input type="checkbox"/>		0.0%	0
Car	<input type="checkbox"/>		10.5%	2
Gym Membership (or Gym Facilities inhouse)	<input type="checkbox"/>		0.0%	0
Mobile Phone	<input type="checkbox"/>		26.3%	5
Computer / Laptop / PDA	<input type="checkbox"/>		0.0%	0
Other (please specify)	<input type="checkbox"/>		26.3%	5
			answered question	19
			skipped question	8



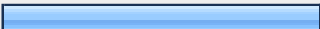



26. How does your employer support your professional development? (please tick all that apply)			Response Percent	Response Count
Pays for Study / Training Costs in Full			39.1%	9
Pays for Study / Training Costs in Part			21.7%	5
Provides Paid Leave for Study			21.7%	5
Pays for Association membership			39.1%	9
Supports my involvement in Association activities			39.1%	9
Time in Lieu			21.7%	5
My employer does not support my professional development			8.7%	2
Other (please specify)			21.7%	5
			answered question	23
			skipped question	4

27. How valued do you feel in your organisation?			Response Percent	Response Count
Very Valued			4.0%	1
Valued			40.0%	10
Accepted			36.0%	9
Unrecognised			12.0%	3
Under Valued			8.0%	2
			<i>answered question</i>	25
			<i>skipped question</i>	2


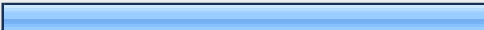
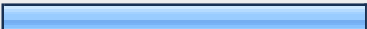


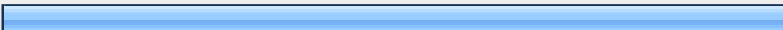
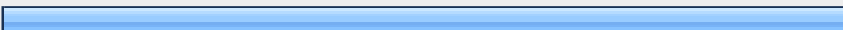

28. What is your Gender?			Response Percent	Response Count
Male			12.5%	3
Female			87.5%	21
			<i>answered question</i>	24
			<i>skipped question</i>	3

29. What is your current age?			Response Percent	Response Count
under 20			0.0%	0
20 - 25			25.0%	6
26 - 30			4.2%	1
31 - 35			4.2%	1
36 - 40			8.3%	2
41 - 45			8.3%	2
46 - 50			20.8%	5
51 - 55			25.0%	6
56 - 60			4.2%	1
over 60			0.0%	0
		answered question		24
		skipped question		3




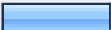


30. What is the highest level of education you have completed?			Response Percent	Response Count
Secondary School (without Higher School Certificate)			20.8%	5
Secondary School (with Higher School Certificate)			8.3%	2
TAFE or RTO			33.3%	8
University - Diploma			4.2%	1
University - Degree			20.8%	5
University - Post Graduate or Masters			4.2%	1
Other (please specify)			8.3%	2
		answered question		24
		skipped question		3


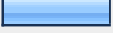
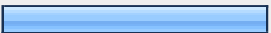
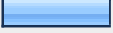

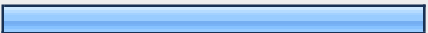
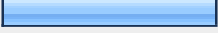
31. How relevant has your educational background been to the field of records and information management?			Response Percent	Response Count
Extremely relevant			16.7%	4
Very relevant			12.5%	3
Somewhat relevant			25.0%	6
Neutral			16.7%	4
Not relevant			25.0%	6
Completely irrelevant			4.2%	1
		<i>answered question</i>		24
		<i>skipped question</i>		3

32. How have you kept yourself informed about records and information management issues over the past 12 months? (please tick all that apply)

		Response Percent	Response Count
Conventions / Conferences		33.3%	7
Seminars / Workshops		38.1%	8
Study (eg TAFE, University, RTO Course)		28.6%	6
Read industry publication		61.9%	13
Listserv		38.1%	8
Websites		61.9%	13
Meetings		66.7%	14
Other (please specify)		14.3%	3
		<i>answered question</i>	21
		<i>skipped question</i>	6

33. How many years have you worked in the Records Management industry?







		Response Percent	Response Count
less than 2		16.7%	4
3 to 5		25.0%	6
6 to 10		37.5%	9
11 to 15		8.3%	2
16 to 25		4.2%	1
26 to 35		8.3%	2
more than 36		0.0%	0
I do not work in the RM industry		0.0%	0
		answered question	24
		skipped question	3

34. Which type of RMAA member are you?			Response Percent	Response Count
Individual Member - Affiliate (ie not professional)			8.3%	2
Individual Member - Associate			8.3%	2
Individual Member - Member			20.8%	5
Individual Member - Fellow			8.3%	2
Individual Member - Student or Emeritus			4.2%	1
Corporate Member			33.3%	8
Not a RMAA Member			16.7%	4
		answered question		24
		skipped question		3

35. Where do you stand in relation to the RMAA's Continuing Professional Development Scheme (CPD)?

		Response Percent	Response Count
Currently taking part		4.2%	1
Aware of it but not taking part		50.0%	12
Not aware of it		45.8%	11
		<i>answered question</i>	24
		<i>skipped question</i>	3


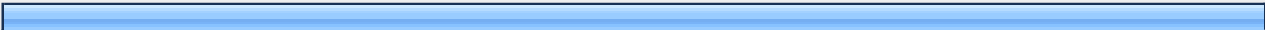
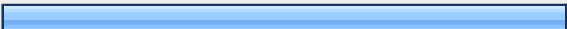
36. Which professional organisations are you a member of?

		Response Percent	Response Count
RMAA		87.5%	21
ASA		4.2%	1
ALIA		4.2%	1
ACS		4.2%	1
IIM		0.0%	0
Company Directors		0.0%	0
ARMA		0.0%	0
ARANZ		0.0%	0
LIANZA		4.2%	1
HIMAA		0.0%	0
None		12.5%	3
Other (please specify)		0.0%	0
		answered question	24
		skipped question	3

37. Do you have a question that you feel should be included in future Salary Surveys?		Response Count
		3
	<i>answered question</i>	3
	<i>skipped question</i>	24



38. Your name		Response Count
		10
	<i>answered question</i>	10
	<i>skipped question</i>	17

39. RMAA Membership #		Response Count
		7
	<i>answered question</i>	7
	<i>skipped question</i>	20

40. Your contact numbers			Response Percent	Response Count
Home			66.7%	6
Work			100.0%	9
Fax			44.4%	4
			<i>answered question</i>	9
			<i>skipped question</i>	18

41. Email address		Response Count
		9
		<i>answered question</i>
		9
		<i>skipped question</i>
		18

42. Do you wish to be contacted in regard to any issues you may have raised within your responses to this survey?

		Response Percent	Response Count
Yes		25.0%	4
No		75.0%	12
		<i>answered question</i>	16
		<i>skipped question</i>	11