

Last updated: August 2023

Notes: **New promotion tiers, with paths for individual contributors, clarified management relationships, and advanced titles at multiple levels are in development with anticipated roll out by Spring 2024.**

Core team members will receive regular updates and invitations to share input. Contact [hr@codeforsociety.org](mailto:hr@codeforsociety.org) with any questions or concerns regarding impact to your promotion path.

Job title	Starting salary	Starting Experience	Starting Qualities	Position Responsibilities	Indicators of Readiness for Advancement
<b>Associate/ Coordinator</b>	\$70,000	0-3 years of relevant full or part time experience  Equivalent experience that indicates abilities aligned with job responsibilities	Active interest in a career in the field  Potential to improve the role and its effectiveness  Seeks guidance from management when faced with unforeseen challenges.	Assignments are routine in nature with occasional need for judgment exercised to support improvements to existing processes.  Projects assigned by manager support ongoing needs for department's day-to-day work.	Evidence of the improved effectiveness of the role due to the work of the individual  Demonstrates interest in and skills required to lead projects outside of routine responsibilities.  Evidence of ability to contribute to work of their department that falls outside of current job description responsibilities.
<b>Manager</b>	\$82,000	All above plus: Experience that indicates ability to manage task load with minimal oversight.  Evidence of professional skill building.	All above plus: Demonstrated ability to effectively contribute to the development/growth of projects/programs.  Strong track record of accountability with independent work and impactful contributions to crossteam work.	Assignments are in the form of objectives wherein employee independently determines how to leverage resources to meet goals within determined timelines.  Contributes to cross-department	All above plus: Evidence of readiness to independently manage growth of responsibilities: independently tracks capacity, scope of work, and forecasts incoming tasks/needs to be met.  Evidence of readiness for leadership: management of people, projects/programs and/or

				<p>process development and improvements.</p> <p>Contributes to cross-org collaborations to achieve strategic goals.</p>	<p>department.</p> <p>Track record of professional development opportunities sought to support growth in role.</p>
<b>Senior Manager</b>	\$92,000	<p>All above plus: 3-5 years relevant work experience.</p> <p>Experience managing role-related responsibilities (people, projects, budgets) over a multi-year timeline.</p>	<p>All above plus: Demonstrated ability to effectively self-direct professional growth over time.</p> <p>Demonstrated strategic thinking skills.</p> <p>Independently navigates unforeseen challenges and requests with reliable follow-through.</p>	<p>Assignments require analysis of situations/ data and ability to assess alignment with organizational objectives.</p> <p>Implements strategic policies when selecting methods, techniques, and evaluation criteria for obtaining results.</p> <p>Facilitates internal team calls.</p> <p>Establishes and assures adherence to budgets, schedules, work plans, and performance requirements.</p>	<p>All above plus: Demonstrated ability to successfully grow/evolve and maintain an effective project/program over time at CS&amp;S.</p> <p>Demonstrated ability to lead strategic initiatives contributing towards organization's growth/development.</p> <p>Evidence of interest in developing as a leader in their department and/or their related field.</p>
<b>Director</b>	\$107,000	<p>All above plus: 5+ years relevant work experience.</p> <p>Evidence of emerging</p>	<p>All above plus: Demonstrated ability to forecast and initiate response to support needs related to department's success/growth, including:</p>	<p>In addition to day-to-day role responsibilities, sets and manages department goals.</p> <p>Ensures accountability</p>	<p>All above plus: Track record of consistent, essential contributions to the impact and growth of the organization.</p>

		leadership within organization and related field.	hiring, delegation of new projects, budget concerns.	<p>of teammates and collaborators to achieve department and org-wide goals.</p> <p>Supports professional growth of direct reports/team members.</p> <p>Works directly with org leadership to set department growth goals in alignment with org mission, values and vision.</p>	<p>Highly skilled in area of expertise such that their contributions are critical to the strategic direction of the org.</p> <p>Progress towards professional development goals demonstrate successful network-building and/or impactful contributions to their related field as well as the organization.</p>
<b>Executive</b>	<p>Executive Compensation Policy applies: Executive Director job description and compensation are set by board, other Executive titles are subject to board review.</p> <p>See <a href="#">990 filings</a> for most up to date compensation data for Executive</p>	<p>All above plus: Evidence of leadership beyond scope of a single department, experience building and managing cross-functional teams.</p> <p>Experience in director-level positions or higher in related role for 4+ years and/or across multiple organizations.</p>	<p>All above plus: Demonstrated capacity for high level of independent strategic thought and effective implementation.</p> <p>Demonstrated ability to lead cross-functional teams.</p> <p>Consistent evidence of leadership at the level of an organization and related field(s).</p> <p>Demonstrated ability to effectively navigate complex, high-risk challenges.</p>	<p>Directs strategic organizational processes and policies for at least one significant functional area. Leads implementation and execution at the level of the functional area. .</p> <p>Works closely with all functional areas across the org, the executive team, and the Board of Directors.</p> <p>Participates in development of org-wide methods,</p>	<p>Highest level of responsibility at CS&amp;S. May be an Officer of the corporation.</p>

	positions.	High level of relevant certifications, documented achievements of significance, and other professional accolades.	Demonstrated ability to track progress at the level of an organization, support teams to effectively resolve issues as needed.  Consistent evidence of leadership within organizations and the field	techniques and evaluation criteria for projects, programs, and people.  Decisions have a critical impact on the overall success of the organization.  Engages with org's Board of Directors to support board oversight and board effectiveness.	
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