

25.11.24

Tēnā koe Mr Thomas,

Re: Local Government Official Information and Meetings Act 1987 Request – salary and wage bands in the Wellington Museums Trust

I am writing in response to Official Information Request dated 4th November 2024 in which you requested the following information:

Please provide an outline of the salary and wage bands at Wellington Museums Trust, in as much detail as possible, including:

- **The pay range for each band.**
- **The roles that are included in each band.**
- **Where possible, the number of employees in each band.**

Wellington Museums Trust (Wheako Pōneke Experience Wellington)'s remuneration system operates on a salary band system, where each role is assigned to a salary band with a minimum and maximum salary range. As Wheako Pōneke Experience Wellington has a diverse workforce across a number of areas and disciplines, there are a number of jobs within each salary band. Where like positions are in the same salary band or the salary band has a similar range, this information has been consolidated and rounded to the nearest hundred.

Due to this variability and the ongoing nature of changing roles, this salary band information may have limited relevance for any future searchable database of public sector positions. Please see Appendix A for Wheako Pōneke Experience Wellington's current salary bands and which jobs fall into those salary bands. Salary bands are reviewed on an annual basis and may change following the next review.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Ngā mihi nui,

Kim Willis
Kaitohutohu Mātua | Senior Corporate Advisor
Wheako Pōneke Experience Wellington

Appendix A – Wheako Pōneke Experience Wellington - Consolidated Salary bands 2024

	Range	# of Kaimahi	Roles
1	\$57,000 - \$60,999.99	Varies seasonally	Ambassador CGW, Bookings Coordinator ¹ , PlayHQ Host, Public Programmes Assistant, Public Programmes Specialist ¹ , Visitor Experience Host, Visitor Experience Specialist, Visitor Experience Team Lead.
2	\$61,000 - \$73,999.99	32	Assistant Accountant, Bookings Coordinator ² , Commercial Coordinator, Corporate Administrator, Digital & Communications Advisor, Registrar ¹ , Exhibitions Technician, Fundraising Coordinator, Group Administrator, Learning Specialist ¹ , Marketing Coordinator, People & Culture Coordinator, Planetarium Specialist, Public Programmes Specialist ² , Retail Development Lead, Site Manager, Venues & Events Coordinator, Visitor Experience Advisor.
3	\$74,000 - \$85,999.99	13	Digital Content Producer, Executive Assistant, Fundraising Advisor, Graphic Designer, Kaupapa Māori Advisor, Learning Specialist ² , Manager Capital E, Preparator, Registrar ² .
4	\$86,000 - \$99,999.99	14	Buildings Manager & WHS Coordinator, Collections Manager, Curator, Design Team Leader, Exhibitions Manager, Marketing Lead ² , People & Culture Advisor, Public Programmes Manager, Senior Corporate Advisor, Senior Curator ² Senior Digital Specialist
5	\$100,000 - \$139,999.99	9	Exhibitions & Creative Manager, Manager Communications, Manager Fundraising, Manager Learning, Manager Marketing, Manager Visitor Experience, Marketing Lead ² , Public Programmes Lead, Senior Curator ² .
6	\$140,000 - \$250,000	10	Chief Executive, Chief Operating Officer, Director Art & City Gallery Wellington, Director Fundraising, Marketing & Communications, Director Exhibitions, Director History & Science, Director Visitor Experience, Kaihautū, Manager Finance.

¹ Level 1 – based on skills and experience

² Level 2 – based on skills and experience