

**MEMORANDUM****Date:** June 14, 2022**To:** All ALVSCE Units**From:** Erin Korte, Coordinator, Personnel Operations, and member of the Division D&I Council**Subject:** Salary Ranges in Talent postings

After considerable review with UA-Human Resources, the ALVSCE Diversity & Inclusion Council, and research in the field, the use of specific salary ranges in job postings have shown an increased application rate among candidates from diverse backgrounds.

Research has suggested that using To Be Determined (TBD) or Depending on Experience (DOE) in place of an actual salary range discourages candidates who are concerned about possibly receiving lower salary offer based on their race, ethnicity, or gender.

Not all positions lend themselves to a specific salary range and it is not judicious to use across the board. For example, an open rank faculty position has too many variables that come into play when negotiating salary. However, I encourage job postings to use actual salary ranges, where appropriate, to enhance and broaden the appeal of our positions. Please ensure you choose a range that is realistic to the offer you will make, which will be narrower than the general pay grade min to mid for University Staff.

**ALVSCE best practice moving forward will be to include a Salary Range for positions, wherever possible, that are posted in Talent.** If there are questions, please contact me or our HR-Consultant, Kim Ramey. Shout out to Eva Romero for suggesting this topic of interest.

