

# SHPO Workforce Survey 2

*This survey is designed to obtain more detail about composition of specific positions in the SHPO. Like some questions on the previous survey, **FTE is defined as a "full-time equivalent,"** so you may express your answers as portions of an FTE, but please round to 0.25, 0.5 or 0.75. Do not count each individual person as more than 1.0 even if they are doing the work of more than one person!*

Please take a few minutes to complete the survey - **one official answer per state or territory.**

Thank you so much for your time and effort!

**National Conference of State Historic Preservation Officers**  
Internal Subcommittee of the NCSHPO Workforce Committee

*Questions or comments? Please contact Anne Raines, Deputy Director / DSHPO, Maryland Historical Trust, Chair of the Internal Subcommittee, at [anne.raines@maryland.gov](mailto:anne.raines@maryland.gov).*

[ncshpo2023@gmail.com](mailto:ncshpo2023@gmail.com) [Switch account](#)



\* Indicates required question

Email \*

Your email

What is your name? \*

Your answer



Which state or U.S. territory do you represent? \*

*(territories/freely associated states at bottom)*

Choose ▼

**SECTION 1: Employee data by program area / job function**

*In this section, you will be asked to respond to a series of questions for EACH program area / job function within your SHPO. Please remember that **FTE is defined as a "full-time equivalent,"** so you may express your answers as portions of an FTE, but please round to 0.25, 0.5 or 0.75. Do not count each individual person as more than 1.0 even if they are doing the work of more than one person!*

JOB FUNCTION: STATE HISTORIC PRESERVATION OFFICER (EXAMPLE FOR AN INDIVIDUAL JOB)

How many FTE perform this job function? \*

Your answer

How many of the FTE performing this job function are permanent? \*

Your answer

How many of the FTE performing this job function are vacant? \*

Your answer



What is the salary range for this position's current incumbent? \*

- \$25,000-\$30,000
- \$30,000-\$35,000
- \$35,000-\$40,000
- \$40,000-\$50,000
- \$50,000-\$55,000
- \$55,000-\$60,000
- \$60,000-\$65,000
- \$65,000-\$70,000
- \$70,000-\$75,000
- \$75,000-\$80,000
- \$80,000-\$85,000
- \$85,000-\$90,000
- \$90,000-\$95,000
- \$95,000-\$100,000
- \$100,000-\$105,000
- \$105,000-\$110,000
- \$110,000-\$115,000
- \$115,000-\$120,000
- \$120,000-\$125,000
- above \$125,000
- prefer not to answer / unable to answer



How long has the incumbent been in this position? \*

- N/A - vacant
- 0-5 years
- 5-10 years
- 10-15 years
- 15-20 years
- 20-25 years
- 25-30 years
- more than 30 years



Given your experience over time, do you find that this position is difficult or time-consuming to fill, and why? (select all that apply) \*

- Not difficult to fill
- Delays in hiring due to budget
- Delays in hiring due to complicated or time-consuming HR requirements
- Undesirable work location
- Work location has high cost of living not commensurate with salary
- Low salary
- Similar positions with better pay or benefits located nearby
- Lack of benefits
- Workload of position
- Positions are not permanent
- We do not get applications with required qualifications
- We do get applicants with the required qualifications, but they won't accept the job if offered
- Positions are political appointments
- Do not know
- Other:

PROGRAM AREA: NATIONAL REGISTER (EXAMPLE FOR A PROGRAM AREA)

How many FTE work in this program area? \*

Your answer



How many of the FTE in this program area are permanent? \*

Your answer

How many of the FTE in this program area are vacant? \*

Your answer



What is the salary range for a SENIOR or SUPERVISORY position in this program area? \*

*We recognize that one person may perform job functions in multiple program areas. For example, if one person is both a National Register Reviewer and a Tax Credit Reviewer, include their FULL salary in both program areas (do not split the salary between program areas).*

- \$25,000-\$30,000
- \$30,000-\$35,000
- \$35,000-\$40,000
- \$40,000-\$50,000
- \$50,000-\$55,000
- \$55,000-\$60,000
- \$60,000-\$65,000
- \$65,000-\$70,000
- \$70,000-\$75,000
- \$75,000-\$80,000
- \$80,000-\$85,000
- \$85,000-\$90,000
- \$90,000-\$95,000
- \$95,000-\$100,000
- \$100,000-\$105,000
- \$105,000-\$110,000
- \$110,000-\$115,000
- \$115,000-\$120,000
- \$120,000-\$125,000



- above \$125,000
- prefer not to answer / unable to answer
- we do not have any of these positions

What is the current average tenure of all currently filled SENIOR or SUPERVISORY \* positions in this program area?

- N/A - vacant
- 0-5 years
- 5-10 years
- 10-15 years
- 15-20 years
- 20-25 years
- 25-30 years
- more than 30 years





What is the salary range for a JUNIOR position in this program area? \*

*We recognize that one person may perform job functions in multiple program areas. For example, if one person is both a National Register Reviewer and a Tax Credit Reviewer, include their FULL salary in both program areas (do not split the salary between program areas).*

- \$25,000-\$30,000
- \$30,000-\$35,000
- \$35,000-\$40,000
- \$40,000-\$50,000
- \$50,000-\$55,000
- \$55,000-\$60,000
- \$60,000-\$65,000
- \$65,000-\$70,000
- \$70,000-\$75,000
- \$75,000-\$80,000
- \$80,000-\$85,000
- \$85,000-\$90,000
- \$90,000-\$95,000
- \$95,000-\$100,000
- \$100,000-\$105,000
- \$105,000-\$110,000
- \$110,000-\$115,000
- \$115,000-\$120,000
- \$120,000-\$125,000



- above \$125,000
- prefer not to answer / unable to answer
- we do not have any of these positions

What is the current average tenure of all currently filled JUNIOR positions in this program area? \*

- N/A - vacant
- 0-5 years
- 5-10 years
- 10-15 years
- 15-20 years
- 20-25 years
- 25-30 years
- more than 30 years



Given your experience over time, do you find that positions in this program area are difficult or time-consuming to fill, and why? (select all that apply) \*

- Positions are not difficult to fill
- Delays in hiring due to budget
- Delays in hiring due to complicated or time-consuming HR requirements
- Undesirable work location
- Work location has high cost of living not commensurate with salary
- Low salary
- Similar positions with better pay or benefits located nearby
- Lack of benefits
- Workload of position
- Positions are not permanent
- We do not get applications with required qualifications
- We do get applicants with the required qualifications, but they won't accept the job if offered
- Positions are political appointments
- Do not know
- Other:

## SECTION 2: Overall Workforce Questions



Of the total FTE in your SHPO reported in Workforce Survey 1, please select the number who have been with your office for:

	1	2	3	4	5	6	7	8	9	10
0-5 years	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5-10 years	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-15 years	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15-20 years	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
20-25 years	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
25-30 years	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
more than 30 years	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



Of the vacancies in your SHPO, approximately how long do the positions remain vacant, on average? \*

*(Respond using a whole #, measured in months).*

Your answer



Which of the following benefits are available for permanent employees of your SHPO? \*

*Select all that apply.*

- Health insurance
- Dental insurance
- FSA or HSA
- Pension
- 401k or other similar plan
- Annual leave
- Sick leave
- Paid Time Off ("PTO") which may be used for any purpose (annual leave and sick leave are not separate "pots")
- Comp time
- Tuition assistance
- Assistance with paying for professional licensure or required professional development or continuing education



Which of the following benefits are available for contractual employees of your SHPO? \*

*Select all that apply.*

- Health insurance
- Dental insurance
- FSA or HSA
- Pension
- 401k or other similar plan
- Annual leave
- Sick leave
- Paid Time Off ("PTO") which may be used for any purpose (annual leave and sick leave are not separate "pots")
- Comp time
- Tuition assistance
- Assistance with paying for professional licensure or required professional development or continuing education

Please add any other information you think may be helpful, or other questions you think we should ask, as we undertake further inquiry into the factors affecting preservation careers and the SHPO/preservation workforce.

Your answer

Please *email* the organizational chart from your latest HPF application to *Christina Hingle* at [hingle@ncshpo.org](mailto:hingle@ncshpo.org).

- Yes, I will email it



May we contact you with follow up questions? \*

Yes

No

**Thank you for your time and consideration!**

A copy of your responses will be emailed to the address you provided.

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