

# Compensation Strategy for Classified Positions

## North Dakota Court System

We understand that compensation isn't a one-time discussion and that every year employees become more valuable due to their increase in knowledge and skills. Knowing how and when you may receive salary increases is a key factor in planning your future. We believe consistently rewarding performance strengthens the employment relationship.

Utilizing a step system for classified positions allows the North Dakota Court System to hire at entry level, train employees while they earn a fair wage, and continuously reward employees for longevity and satisfactory performance. This allows for a fair, unbiased and transparent compensation system.

### Classified Position Compensation Example

Unless there is a market exception, all new hires start at step one. Employees who provide satisfactory performance are eligible to advance to the next step every odd year on the employee's anniversary date in pay grade. In addition, if the legislature provides funding for a market increase, the court will typically adjust the step system to maintain market competitiveness. When this happens, employees will receive the market increase on July 1. It generally takes 19 years to reach the final step, step 11.

The example below shows how the compensation for a typical employee would change over the first 5 years of employment with the Court System.

Deputy Clerk of District Court Employment Start Date August 1, 2023 Pay Grade 10 Anniversary Date August 1, 2023			
Step	Date	Salary	Explanation
Step 1	8/1/2023	\$ 4,158	Hire Step/Employment Start Date/Anniversary Date in Pay Grade
Step 2	2/1/2024	\$ 4,318	1st odd year step increase given on completion of the Introductory Period
Step 2	7/1/2024	\$ 4,491	Market increase to steps (4% based on 2023 legislatively approved market increases)
Step 2	7/1/2025		Market increase to steps (based on 2025 legislatively approved market increases)
Step 2	7/1/2026		Market increase to steps (based on 2025 legislatively approved market increases)
Step 3	8/1/2026		2nd odd year step increase given on anniversary date in pay grade
Step 3	7/1/2027		Market increase to steps (based on 2027 legislatively approved market increases)
Step 4	8/1/2028		3rd odd year step increase given on anniversary date in pay grade

[Salary Administration for Classified Employees](#)

[Salary & Pay Grade Chart](#)

[Step System Pay Ranges](#)