



Australian Government



Workplace
Gender Equality
Agency

2021 - 22 Compliance Program

Submitted by:

**Karingal St Laurence Limited
(ABN:74614366031)**

**IPA Personnel Services Pty Ltd
(ABN:12137834738)**

#Workplace overview

Policies and strategies

1: Do you have a formal policy and/or formal strategy in place that specifically supports gender equality in the following areas?

...Recruitment	Yes(<i>Select all that apply</i>)
...Yes	Policy
...Retention	No(<i>Select all that apply</i>)
...No	Currently under development(<i>Select the estimated completion date.</i>)
...Currently under development	30-Jun-2022
...Other (please provide)	30-Jun-2022
...Performance management processes	Yes(<i>Select all that apply</i>)
...Yes	Policy
...Promotions	No(<i>Select all that apply</i>)
...No	Currently under development(<i>Select the estimated completion date.</i>)
...Currently under development	30-Jun-2023
...Talent identification/identification of high potentials	No(<i>Select all that apply</i>)
...No	Insufficient resources/expertise
...Succession planning	No(<i>Select all that apply</i>)
...No	Currently under development(<i>Select the estimated completion date.</i>)
...Currently under development	29-Jul-2022
...Training and development	No(<i>Select all that apply</i>)
...No	Insufficient resources/expertise
...Key performance indicators for managers relating to gender equality	No(<i>Select all that apply</i>)
...No	Currently under development(<i>Select the estimated completion date.</i>) Insufficient resources/expertise

2: Do you have formal policy and/or formal strategy in place that support gender equality overall?

Yes(<i>Select all that apply</i>)	
...Yes	Strategy

3: Does your organisation have any of the following targets to address gender equality in your workplace?

Increase the number of men taking parental leave
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4: If your organisation would like to provide additional information relating to your gender equality policies and strategies, please do so below.

Gender Equity is one of the key pillars of the genU Diversity and Inclusion Strategy 2021-2024. The genU Diversity and Inclusion Strategy 2021-2024 is endorsed by the genU Board of Directors and includes a series of high-level commitments to achieving gender equality across our organisation. These commitments include but are not limited to:

- Embedding gender equity objectives within People and Culture policies and practices
- Promoting flexible work arrangements regardless of role and gender
- Developing the capability of leaders to embed gender equity across the organisation
- Investing in initiatives, training and provisions to support our people and clients experiencing family or gender based violence.

Governing bodies

Karingal St Laurence Limited

1: Does this organisation have a governing body?	Yes(<i>Provide further details on the governing body(ies) and its composition</i>)
1.1: What is the name of your governing body?	genU Board of Directors
1.2: What type of governing body does this organisation have?	Board of directors
1.3: How many members are on the governing body and who holds the predominant Chair position?	
...Chairs	
...Female	
...Male	1
...Non-binary	0
...Members	
...Female	4
...Male	5
...Non-binary	0
1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members?	No(<i>Select all that apply</i>)
	Currently under development(<i>Select the estimated completion date.</i>)
	31-Jul-2022
1.5: Has a target been set to increase the representation of women on this governing body?	No(<i>Select all that apply</i>)

	Governing body has gender balance (i.e. 40% women / 40% men / 20% either)
1.6: Do you have a formal policy and/or formal strategy in place on the gender composition of your governing body?	No
	Other (provide details)
	genU is committed to a diverse representation of skills, backgrounds, gender and lived experience in genU leadership and Board appointments. Where genU has influence on appointment processes, efforts will be made to increase female participation in our Board, Committees and Leadership roles. We have achieved 44% female representation in our Board in line with WGEA and Australian Human Rights Commission target recommendations (40% female / 40% male /20% either) however as noted in the KSL Constitution, if the number of Director nominations exceeds the number of positions to be filled at the AGM, an election is held with the final appointment voted on by our members.
1.1.a.3: How many members are on the governing body and who holds the predominant Chair position?	

IPA Personnel Services Pty Ltd

1: Does this organisation have a governing body?	Yes(<i>Provide further details on the governing body(ies) and its composition</i>)
1.1: What is the name of your governing body?	genU Board of Directors
1.2: What type of governing body does this organisation have?	Board of directors
1.3: How many members are on the governing body and who holds the predominant Chair position?	
...Chairs	
...Female	
...Male	1
...Non-binary	0
...Members	
...Female	4
...Male	5
...Non-binary	0
1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members?	No(<i>Select all that apply</i>)

	Currently under development(<i>Select the estimated completion date.</i>)
	31-Jul-2022
1.5: Has a target been set to increase the representation of women on this governing body?	No(<i>Select all that apply</i>)
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	genU is committed to a diverse representation of skills, backgrounds, gender and lived experience in genU leadership and Board appointments. Where genU has influence on appointment processes, efforts will be made to increase female participation in our Board, Committees and Leadership roles. We have achieved 44% female representation in our Board in line with WGEA and Australian Human Rights Commission target recommendations (40% female / 40% male /20% either) however as noted in the KSL Constitution, if the number of Director nominations exceeds the number of positions to be filled at the AGM, an election is held with the final appointment voted on by our members.
1.1.a.3: How many members are on the governing body and who holds the predominant Chair position?	

2: If your organisation would like to provide additional information relating to governing bodies and gender equality in your workplace, do so below.

The following governing bodies help to support and enhance gender equality at genU:

- genU Diversity Council
- genU Gender Equity Committee
- Health, Safety, Wellbeing and Diversity Committee
- People and Culture Board Committee

#Action on gender equality

Gender pay gaps

1: Do you have a formal policy and/or formal strategy on remuneration generally?

Yes(*Select all that apply*)

...Yes

Policy

1.1: Are specific pay equity objectives included in your formal policy and/or formal strategy?

Yes(*Select all that apply*)

...Yes

To achieve gender pay equity
To ensure no gender bias occurs at any point in the remuneration review process (for example at commencement, at annual salary reviews, out-of-cycle pay reviews, and performance reviews)
To be transparent about pay scales and/or salary bands
To ensure managers are held accountable for pay equity outcomes
To implement and/or maintain a transparent and rigorous performance assessment process

2: What was the snapshot date used for your Workplace Profile?

31-Mar-2022

3: Does your organisation publish its organisation-wide gender pay gap?

Yes(*Select all that apply.*)

...Yes

Shared internally with governing body members

4: Do you give WGEA permission to publicly publish your organisation-wide gender pay gap?

Yes

5: If your organisation would like to provide additional information relating to gender pay gaps in your workplace, please do so below.

Employer action on pay equity

1: Have you analysed your payroll to determine if there are any remuneration gaps between women and men (e.g. conducted a gender pay gap analysis)?

Yes(*Provide further details on the most recent gender remuneration gap analysis that was undertaken.*)

1.1: When was the most recent gender remuneration gap analysis undertaken?

Within the last 12 months

1.2: Did you take any actions as a result of your gender remuneration gap analysis?

Yes(*Select all that apply*)

1.2: Did you take any actions as a result of your gender remuneration gap analysis?	Reviewed remuneration decision-making processes Identified cause/s of the gaps
.. Yes	
1.3: You may provide details below on the type of gender remuneration gap analysis that has been undertaken (for example like-for-like and/or organisation-wide)	After conducting an analysis, the organisation observed that employees were generally paid relative to the Award/Industrial instrument.

2: For organisations with partnership structures: Have you undertaken a gender remuneration gap analysis ('gender pay gap analysis') in the current reporting period to determine if there are any remuneration gaps between women partners and men partners in your organisation?

3: If your organisation would like to provide additional information relating to employer action on pay equity in your workplace, please do so below.

Further pay equity analysis will be performed after the annual remuneration review to understand whether any gender pay equity has been partially or completely addressed.

Employee consultation

1: Have you consulted with employees on issues concerning gender equality in your workplace during the reporting period?

Yes(*Provide further details on the employee consultation process.*)

1.1: How did you consult employees?	Consultative committee or group
1.2: Who did you consult?	Human resources managers Employee representative group(s) Diversity committee or equivalent

2: Do you have a formal policy and/or formal strategy in place on consulting employees about gender equality?

No

...No	Insufficient resources/expertise
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3: On what date did your organisation share your previous year's public reports with employees?

30-Aug-2021

4: Does your organisation have shareholders?

Yes

4.1: On what date did your organisation share your previous year's public reports with shareholders?	8-Sep-2021
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5: Have you shared previous Executive Summary and Benchmark reports with the governing body?

Yes

6: If your organisation would like to provide additional information relating to employee consultation on gender equality in your workplace, please do so below.

#Flexible work

Flexible working

1: Do you have a formal policy and/or formal strategy on flexible working arrangements?

Yes (*Select all that apply*)

...Yes	Policy
...A business case for flexibility has been established and endorsed at the leadership level	Yes
...Leaders are visible role models of flexible working	Yes
...Flexible working is promoted throughout the organisation	Yes
...Targets have been set for engagement in flexible work	No (<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	Flexible work is a normalised aspect of work in most instances at genU with flexibility encouraged and toolkits/education in place to support this.
...Targets have been set for men's engagement in flexible work	No (<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	Flexible work arrangements are promoted to employees of all genders
...Leaders are held accountable for improving workplace flexibility	Yes
...Manager training on flexible working is provided throughout the organisation	Yes
...Employee training is provided throughout the organisation	Yes
...Team-based training is provided throughout the organisation	No (<i>Select all that apply</i>)
...No	Insufficient resources/expertise
...Employees are surveyed on whether they have sufficient flexibility	Yes
...The organisation's approach to flexibility is integrated into client conversations	Yes
...The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)	No (<i>Select all that apply</i>)

...No	Other (provide details)
...Other (provide details)	Questions on workplace flexibility are included in the Employee Engagement Survey but not formally evaluated
...Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel	No(<i>Select all that apply</i>)
...No	Not a priority
...Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body	No(<i>Select all that apply</i>)
...No	Not a priority
...Other (provide details)	No

2: Do you offer any of the following flexible working options to MANAGERS in your workplace?

...Flexible hours of work	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available Informal options are available
...Compressed working weeks	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available
...Time-in-lieu	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Informal options are available Formal options are available
...Telecommuting (e.g. working from home)	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available Informal options are available
...Part-time work	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available
...Job sharing	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available
...Carer's leave	Yes(<i>Select one option only</i>)

...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available
...Purchased leave	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available
...Unpaid leave	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...SAME options for women and men	Formal options are available

3: Are your flexible working arrangement options for NON-MANAGERS the same as the options for managers above?

Yes

4: Has your organisation implemented an 'all roles flex' approach to flexible work?

No

5: Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce during the 2021-22 reporting period?

Yes, for both women and men

6: If your workplace includes hybrid teams (i.e. some employees in a team work remotely while other employees in a team work at the organisation's usual workplace), have any of the following measures been utilised to ensure the fair treatment of all employees regardless of work location?

Training for all employees on how to work with flexible and remote/hybrid teams
Employee performance is measured by performance and not presenteeism

7: If your organisation would like to provide additional information relating to flexible working and gender equality in your workplace, including specific changes due to the impact of the COVID-19 pandemic on your workplace, please do so below.

#Employee support

Paid parental leave

1: Do you provide employer funded paid parental leave regardless of carer's status (i.e. primary/secondary) in addition to any government funded parental leave scheme?

Yes, we offer employer funded parental leave (using the primary/secondary carer definition)

1.1: Do you provide employer funded paid parental leave for primary carers in addition to any government funded parental leave scheme?	Yes(<i>Please indicate how employer funded paid parental leave is provided to the primary carers.</i>)
1.1.a: Please indicate whether your employer-funded paid parental leave for primary carers is available to:	All, regardless of gender
1.1.b: Please indicate whether your employer-funded paid parental leave for primary carers covers:	Birth Adoption Surrogacy Stillbirth
1.1.c: How do you pay employer funded paid parental leave to primary carers?	Paying the employee's full salary
1.1.d: Do you pay superannuation contribution to your primary carers while they are on parental leave?	Yes, on employer funded parental leave
1.1.e: How many weeks (minimum) of employer funded paid parental leave for primary carers is provided?	4
1.1.f: What proportion of your total workforce has access to employer funded paid parental leave for primary carers, including casuals?	81-90%
1.1.g: Do you require primary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave?	Yes
1.1.g.1: How long is the qualifying period?	12
1.1.h: Do you require primary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?	Yes
1.1.h: Do you require primary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?	Within 12 months

.. Yes	
1.2: Do you provide employer funded paid parental leave for secondary carers in addition to any government funded parental leave scheme?	Yes(<i>Please indicate how employer funded paid parental leave is provided to the secondary carers.</i>)
1.2.a: Please indicate whether your employer-funded paid parental leave for secondary carers is available to:	All, regardless of gender
1.2.b: Please indicate whether your employer-funded paid parental leave for secondary carers covers:	Birth Adoption Surrogacy Stillbirth
1.2.c: How do you pay employer funded paid parental leave to secondary carers?	Paying the employee's full salary
1.2.d: Do you pay superannuation contribution to your secondary carers while they are on parental leave?	Yes, on employer funded parental leave
1.2.e: How many weeks (minimum) of employer funded paid parental leave for secondary carers is provided?	1
1.2.f: What proportion of your total workforce has access to employer funded paid parental leave for secondary carers, including casuals?	80-90%
1.2.g: Do you require secondary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave?	Yes
1.2.g.1: How long is the qualifying period?	12
1.2.h: Do you require secondary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?	Yes
1.2.h: Do you require secondary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?	Within 12 months
.. Yes	

2: If your organisation would like to provide additional information relating to paid parental leave and gender equality in your workplace, please do so below.

Support for carers

1: Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?

Yes(*Select all that apply*)

...Yes	Policy
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2: Do you offer any of the following support mechanisms for employees with family or caring responsibilities?

...Employer subsidised childcare	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at SOME worksites
...On-site childcare	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Not a priority
...Breastfeeding facilities	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at SOME worksites
...Childcare referral services	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Not a priority
...Internal support networks for parents	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Not a priority
...Return to work bonus (only select if this bonus is not the balance of paid parental leave)	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Not a priority
...Information packs for new parents and/or those with elder care responsibilities	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Referral services to support employees with family and/or caring responsibilities	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Targeted communication mechanisms (e.g. intranet/forums)	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Not a priority
...Support in securing school holiday care	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at SOME worksites
...Coaching for employees on returning to work from paid parental leave	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Insufficient resources/expertise
...Parenting workshops targeting mothers	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Not a priority
...Parenting workshops targeting fathers	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Not a priority

...Other (provide details)	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Available at ALL worksites	genU's Employee Assistance Program, LifeWorks, provides mental health and wellbeing support for families, parents and carers as part of onboarding, induction and staff development. The availability of support from LifeWorks is communicated to employees via newsletters, webinars and on the genU intranet.

3: If your organisation would like to provide additional information relating to support for carers in your workplace, please do so below.

genU's Employee Assistance Program, LifeWorks, provides mental health and wellbeing support for families, parents and carers as part of onboarding, induction and staff development. The availability of support from LifeWorks is communicated to employees via newsletters, webinars and on the genU intranet.

Sex-based harassment and discrimination

1: Do you have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?

Yes(*Select all that apply*)

...Yes	Policy
1.1: Do you provide a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?	Yes

2: Do you provide training on sex-based harassment and discrimination prevention to the following groups?

...All managers	Yes(<i>Please indicate how often is this training provided (select all that apply):</i>)
...Yes	At induction Every one-to-two years
...All employees	Yes(<i>Please indicate how often is this training provided (select all that apply):</i>)
...Yes	At induction Every three years or more

3: If your organisation would like to provide additional information relating to sex-based harassment and discrimination, please do so below.

genU has multiple policies, procedures, guides and resources relating to sex-based harassment and discrimination. These documents include:

- Employee Code of Conduct
- Acceptable Workplace Behaviours

- Acceptable Workplace Behaviours Training Workshop for Managers
- Disputes and Internal Complaints Procedure
- Performance and Behaviour Improvement Procedure
- Family Violence Policy and support resources

Family or domestic violence

1: Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?

Yes (*Select all that apply*)

...Yes

Policy

2: Other than a formal policy and/or formal strategy, do you have the following support mechanisms in place to support employees who are experiencing family or domestic violence?

...Employee assistance program (including access to psychologist, chaplain or counsellor)

Yes

...Training of key personnel

Yes

...A domestic violence clause is in an enterprise agreement or workplace agreement

Yes

...Workplace safety planning

Yes

...Access to paid domestic violence leave (contained in an enterprise/workplace agreement)

Yes (*Is the leave period unlimited?*)

...Yes

No

: How many days of paid domestic violence leave (contained in an enterprise/workplace agreement) are provided?

10

...Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)

No (*Select all that apply*)

...No

Other (provide details)

...Other (provide details)

genU feels passionately about supporting our people and has formulated a policy which provides a minimum of 10 days paid special leave for matters related to domestic violence. There is flexibility around how this is applied and Managers may use their discretion, on a case-by-case basis to extend this leave or to offer unpaid leave or other flexibility. Unpaid leave is not included in our industrial instruments specifically for domestic violence however it would be available if needed.

...Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)	Yes(<i>Is the leave period unlimited?</i>)
...Yes	No
: How many days of paid domestic violence leave (not contained in an enterprise/workplace agreement) are provided?	10
...Access to unpaid leave	Yes(<i>Is the leave period unlimited?</i>)
...Yes	Yes
...Confidentiality of matters disclosed	Yes
...Referral of employees to appropriate domestic violence support services for expert advice	Yes
...Protection from any adverse action or discrimination based on the disclosure of domestic violence	Yes
...Flexible working arrangements	Yes
...Provision of financial support (e.g. advance bonus payment or advanced pay)	Yes
...Offer change of office location	Yes
...Emergency accommodation assistance	Yes
...Access to medical services (e.g. doctor or nurse)	Yes
...Other (provide details)	Yes
...Yes	Support with relocation, change of contact numbers, assistance to develop a workplace safety plan, access to trained Contact Officers.

3: If your organisation would like to provide additional information relating to family and domestic violence affecting your workplace, please do so below.

genU is a White Ribbon accredited organisation.

#Diversity and inclusion

Voluntary section

1: Do you have a formal policy and/or formal strategy on diversity and inclusion in your organisation?

Yes (*Select all that is covered.*)

...Yes

Aboriginal and/or Torres Strait Islander identity
Cultural and/or language and/or race/ethnicity background
Disability and/or accessibility
Sexual orientation
Gender identity

2: Do you collect data on whether employees identify as Aboriginal and/or Torres Strait Islander?

Yes

...If this data can be shared and is not confidential, please complete the below table:

3: Do you currently collect data on any of the following dimensions of employees' identities?

Cultural and/or language and/or race/ethnicity background
Disability
Gender identity
Other

...Other

genU conducted an Employee Experience Survey in 2021 with optional questions in regard to these dimensions.

Workforce Management Statistics Table

Industry: Social Assistance Services

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	Managers	4	2	6
			Non-managers	22	4	26
	Part-time	Permanent	Non-managers	4		4
		Fixed-Term Contract	Non-managers	1		1
	N/A	Casual	Non-managers		1	1
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	Managers	16	4	20
			Non-managers	42	11	53
			Fixed-Term Contract	Non-managers	2	1
	Part-time	Permanent	Non-managers	19	1	20
	N/A	Casual	Non-managers	1	1	2
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	1	1	2
			Managers	17	18	35
			Non-managers	274	98	373
		Fixed-Term Contract	Managers	5		5
			Non-managers	57	25	82
	Part-time	Permanent	Managers	3		3
			Non-managers	187	67	254
		Fixed-Term Contract	Managers	2		2
			Non-managers	21	4	25
	N/A	Casual	Managers	1		1
Non-managers			202	84	286	

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Social Assistance Services

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	Managers	19	16	35
			Non-managers	235	99	335
		Fixed-Term Contract	Managers	1	1	2
			Non-managers	25	3	28
	Part-time	Permanent	Managers	7	1	8
			Non-managers	197	55	252
		Fixed-Term Contract	Non-managers	7	2	9
	N/A	Casual	Non-managers	102	44	146
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers	4	3	7
			Non-managers	31	1	32
		Fixed-Term Contract	Non-managers	1		1
	Part-time	Permanent	Managers	3		3
			Non-managers	63	2	65
		Fixed-Term Contract	Non-managers	1		1
	N/A	Casual	Non-managers	6		6
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers		10	10
			Non-managers	7	5	12
	Part-time	Permanent	Non-managers	12	7	19
	N/A	Casual	Non-managers	1		1

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Social Assistance Services

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	Non-managers	14		14
	Part-time	Permanent	Non-managers	4	1	5
		Fixed-Term Contract	Non-managers	1		1

* Total employees includes Gender X

Workforce Management Statistics Table

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Workforce Management Statistics Table

Industry: Social Assistance Services

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	Managers	4	2	6
			Non-managers	22	4	26
	Part-time	Permanent	Non-managers	4		4
		Fixed-Term Contract	Non-managers	1		1
	N/A	Casual	Non-managers		1	1
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	Managers	16	4	20
			Non-managers	42	11	53
			Fixed-Term Contract	Non-managers	2	1
	Part-time	Permanent	Non-managers	19	1	20
	N/A	Casual	Non-managers	1	1	2
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	1	1	2
			Managers	17	18	35
			Non-managers	274	98	373
		Fixed-Term Contract	Managers	5		5
			Non-managers	57	25	82
	Part-time	Permanent	Managers	3		3
			Non-managers	187	67	254
		Fixed-Term Contract	Managers	2		2
			Non-managers	21	4	25
	N/A	Casual	Managers	1		1
Non-managers			202	84	286	

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Social Assistance Services

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	Managers	19	16	35
			Non-managers	235	99	335
		Fixed-Term Contract	Managers	1	1	2
			Non-managers	25	3	28
	Part-time	Permanent	Managers	7	1	8
			Non-managers	197	55	252
		Fixed-Term Contract	Non-managers	7	2	9
	N/A	Casual	Non-managers	102	44	146
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers	4	3	7
			Non-managers	31	1	32
		Fixed-Term Contract	Non-managers	1		1
	Part-time	Permanent	Managers	3		3
			Non-managers	63	2	65
		Fixed-Term Contract	Non-managers	1		1
	N/A	Casual	Non-managers	6		6
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers		10	10
			Non-managers	7	5	12
	Part-time	Permanent	Non-managers	12	7	19
	N/A	Casual	Non-managers	1		1

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Social Assistance Services

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	Non-managers	14		14
	Part-time	Permanent	Non-managers	4	1	5
		Fixed-Term Contract	Non-managers	1		1

* Total employees includes Gender X

Workplace Profile Table

Industry: Social Assistance Services

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	165	109	0	0	274
	Full-time contract	7	2	0	0	9
	Part-time permanent	31	2	0	0	33
	Part-time contract	1	0	0	0	1
Professionals	Full-time permanent	92	74	0	0	167
	Full-time contract	3	4	0	0	7
	Part-time permanent	46	14	0	0	60
	Part-time contract	1	1	0	0	2
	Casual	6	2	0	0	8
Technicians And Trades Workers	Full-time permanent	5	5	0	0	10
	Part-time permanent	2	1	0	0	3
	Casual	1	1	0	0	2
Community And Personal Service Workers	Full-time permanent	806	255	0	0	1,063
	Full-time contract	54	18	0	0	73
	Part-time permanent	1,098	371	0	0	1,469
	Part-time contract	19	6	0	0	25
	Casual	491	190	0	0	681
Clerical And Administrative Workers	Full-time permanent	197	26	0	0	223
	Full-time contract	18	4	0	0	22
	Part-time permanent	112	10	0	0	122
	Part-time contract	8	1	0	0	9
	Casual	36	3	0	0	39
Sales Workers	Full-time permanent	23	22	0	0	45
	Full-time contract	1	1	0	0	2
	Part-time permanent	6	0	0	0	6
Labourers	Full-time permanent	3	6	0	0	9
	Part-time permanent	1	33	0	0	34
	Casual	0	3	0	0	3

* Categorized using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

** Total employees includes Gender X

Workplace Profile Table

Industry: Social Assistance Services

Manager category	Level to CEO	Employment status	No. of employees		
			F	M	Total*
CEO	0	Full-time permanent	1	0	1
KMP	-1	Full-time permanent	2	4	6
		Part-time permanent	1	0	1
GM	-2	Full-time permanent	10	7	17
		Full-time contract	5	0	5
		Part-time permanent	2	0	2
SM	-2	Full-time permanent	4	2	6
		Part-time permanent	1	0	1
		Part-time contract	1	0	1
	-3	Full-time permanent	26	16	42
		Full-time contract	0	1	1
		Part-time permanent	5	0	5
	-4	Full-time permanent	12	10	22
		Part-time permanent	2	0	2
OM	-2	Full-time permanent	6	3	9
		Part-time permanent	1	0	1
	-3	Full-time permanent	21	24	45
		Full-time contract	1	0	1
		Part-time permanent	7	0	7
	-4	Full-time permanent	2	7	9
		Full-time contract	0	1	1
	-5	Full-time permanent	54	34	88
		Full-time contract	1	0	1
		Part-time permanent	11	1	12
	-6	Full-time permanent	27	2	29
Part-time permanent		1	1	2	

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Workplace Profile Table

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Workplace Profile Table

Industry: Social Assistance Services

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		Part-time permanent	2	0	2
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		Part-time contract	1	0	1
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		Part-time permanent	2	0	2
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		Full-time contract	1	0	1
		Part-time permanent	7	0	7
	-4	Full-time permanent	2	7	9
		Full-time contract	0	1	1
	-5	Full-time permanent	54	34	88
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		Part-time permanent	11	1	12
	-6	Full-time permanent	27	2	29
Part-time permanent		1	1	2	

* Total employees includes Gender X