



## Employment conditions

The Department of Indigenous Affairs (DIA) is a vibrant State Government agency committed to closing the social, cultural and economic gap between Indigenous and non-Indigenous people.

DIA also has a strong organisational culture that respects and values staff. Employment conditions at DIA have been developed to ensure staff feel valued at work and can achieve a work/life balance in their career at DIA.

### Salary and working conditions

The salary packages and working conditions at DIA are equitable and flexible.

#### Salary

- Annual increments plus 9% superannuation with Government Superannuation Board (GESB) Member Investment Choice Options
- Salary packaging – pre-tax income for car leasing (if applicable), additional super and other items.

#### Working Conditions

- 37.5 hour work week
- Flexible working hours
- Flexibility for part time or job sharing for some positions
- Regional allowances dependent on location include benefits such as additional annual leave, travelling concessions, and airconditioning subsidy may apply
- Government Regional Officers Housing (GROH) where available/applicable.

### Leave options

DIA offers generous leave options to support a work/life balance.

- Annual leave . . . . . Four weeks with 17.5% leave loading
- Public Service Holidays . . . 2 extra days public holiday per year
- Purchased leave. . . . . An additional 8 weeks leave can be purchased
- Deferred salary scheme . . . Work at 80% income 4 years and take 1 year off at 80% income
- Long-service leave . . . . . 13 weeks leave after 7 years continuous service
- Personal leave. . . . . 15 days annually (of which 13 days are cumulative)
- Parental leave . . . . . Up to two years parental leave, including three months paid.
- Cultural/ceremonial leave . . Determined on circumstances and genuine need



## Training and development

- Induction program
- In-house training (eg. cultural awareness skills, ethics and accountability)
- Study leave can be negotiated (up to five hours per week)
- Opportunities to act in higher level positions and/or participate in other development activities
- Retirement and superannuation seminars
- Access to government training via the Public Sector Commission
- External courses, seminars and conferences as required for your position

## Study assistance award

The Department is keen to promote the personal and career development of all employees and as such, applications for study assistance, including time off with pay and the Study Assistance Award Scheme which provides financial assistance, to undertake or continue studies in a field directly related to employee's work duties.

## Wellness program

- Employee Assistance Program – as an employee you and your immediate family will have access to confidential counselling and support services on work and personal issues.
- Education and support - information sessions/activities that educate and promote the benefits of healthy lifestyles, i.e. Healthy Heart Checks, seminars on a range of topics, and the availability of Quit Smoking kits;
- Physical exercise - exercise opportunities to improve general fitness/health, which may include yoga and meditation; and
- Team building - building a sense of team morale i.e. Perth City to Surf, social club

## Values based activity

- Family-oriented annual events
- Active support of Indigenous issues