

# Windermere's Culture and Benefits

## Windermere's Underpinning Philosophies

- **Appreciative Inquiry** - analysing the 'positive core' of a person and using this knowledge to affect change.
- **Wellbeing Framework** - work with others to recognize wellbeing and identify what can be done to support and encourage it.
- **Strengths Based Practice** - recognition of people's own strengths and resources.
- **Comprehensive OH+S Framework** - promotion of the health, safety and well being of all workers.

Benefit	Description
Annual Leave	4 weeks annual leave (cumulative) on full pay for 12 months continuous service. In addition 17.5% leave loading will apply to the total remuneration package
Sick Leave	Windermere offers 12 days sick days in the first year of employment, 14 days in the second, third and fourth year of employment and 21 days in the fifth and following years of employment (pro-rata for part time employment), of which 12 days maximum can be taken as carers leave. Applicable to all staff, excluding executive level.
Flexible Leave Scheme	The 50/52 Flexible Leave Scheme enables staff to accrue an additional 2 weeks leave entitlement on top of their 4 week annual leave each year, by making an application to reduce the 52 week annual salary to a 50 week salary.
Study Leave	Pending tenure and eligibility criteria, staff can apply for study leave without loss of pay in order to undertake approved courses.
RDO's	Windermere is committed to employee wellbeing by providing a flexible work environment to help balance family and work/ life commitments by means of giving full time staff the option to partake in the rostered day off (RDO) entitlement.
Salary Sacrifice	Windermere employees have the option to access Salary Sacrifice through an external provider. Staff on an Employment Agreement can access this very generous provision of up to \$16,050 as tax-free salary sacrifice for both full time employees and part time employees.
Christmas Break	As a sign of good faith, Windermere offers all staff time off between Christmas and New Years. This is subject to the organizational performance and considered annually.

*We, the employees of Windermere, share a dedication and a commitment to:*

**Respect**

- Acknowledge & accept differences
- Listen actively
- Encourage participation
- Display mindful judgement
- Be open & transparent

**Integrity**

- Enable lasting & positive change
- Show courage
- Honour your commitments
- Lead by positive example
- Have honest & authentic interactions

**Commitment**

- Be consistent & supportive in all interactions
- Be punctual, reliable & accountable
- Drive strategic directions & values
- Strive to be the best you can be

**Team Work**

- Work together with a shared purpose
- Celebrate achievements
- Affirm others' strengths
- Collaborate, enjoy & 'get the job done'
- With an open mind embrace change & differences

**Curiosity**

- Encourage ideas & flexible problem solving
- Take time to reflect & learn & apply principles of appreciative inquiry
- Be brave in our thinking & our questioning

*Windermere promotes work-life balance by offering provisions that foster a culture of flexibility, support and wellbeing.*

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Benefit	Description
Wellbeing and Rewards Committee (WARC)	Windermere values staff opinions and thoughts relating to employment benefits and working conditions, and have committed to the establishment of a WARC. This committee comprises staff members to advocate on behalf of service divisions. All recommendations from the committee are heard and considered by management for implementation.
Professional Development and Training	Windermere offer a diverse range of learning activities through a centralised learning management system. Learning courses are assigned to all employees under the following 3 categories: Foundation Training, Position Specific Training and Discretionary Training.
Supervision	Regular supervision is provided to all staff at all levels of the agency. Supervision will provide staff with an opportunity to address learning and professional development, support needs and capacity, practice and administrative requirements and accountability.
Ergonomic Assessment	A professional ergonomic assessor will conduct a workstation assessment for each of the staff members within the various Windermere offices at the completion of their probationary period, and provide insightful advice and recommendations concerning individual workstations.
Infection Control	Yearly Flu vaccinations provided for all staff.
Employee Assistance Program	Staff and their immediate family members who need assistance with problems affecting their well-being, both personally and professionally are offered free access to an external, professional and confidential counseling service.
Recognition of Anniversary and significant years of service	Staff are acknowledged and rewarded for significant years of service by being presented with a corporate gift (of employees choice) and certificate of appreciation. Staff also receive a personal letter from the CEO on each anniversary of employment.

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