

Attracting and retaining staff

Carlyn Sherriff

Disclaimer

The information provided in this presentation is of a general nature only. The information is not advice and should not be treated as such. It has been prepared without taking into account your individual business objectives, situation or needs. You should consider whether the information is applicable to your requirements and if so, seek specific professional advice from an appropriate adviser.

Key points

1. Culture
2. Communication
3. Clarity and ownership
4. Employ on attitude, train on skills
5. Professionalism and compliance
6. Employer of choice

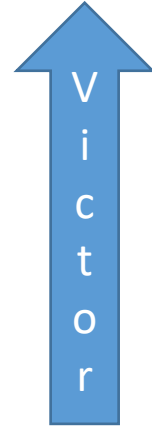


Source:
https://upload.wikimedia.org/wikipedia/commons/thumb/d/dc/European_Sevens_2008%2C_Portugal_vs_Romania%2C_David_Mateus_tack.jpg/1200px-European_Sevens_2008%2C_Portugal_vs_Romania%2C_David_Mateus_tackle.jpg

Culture



Developing your culture



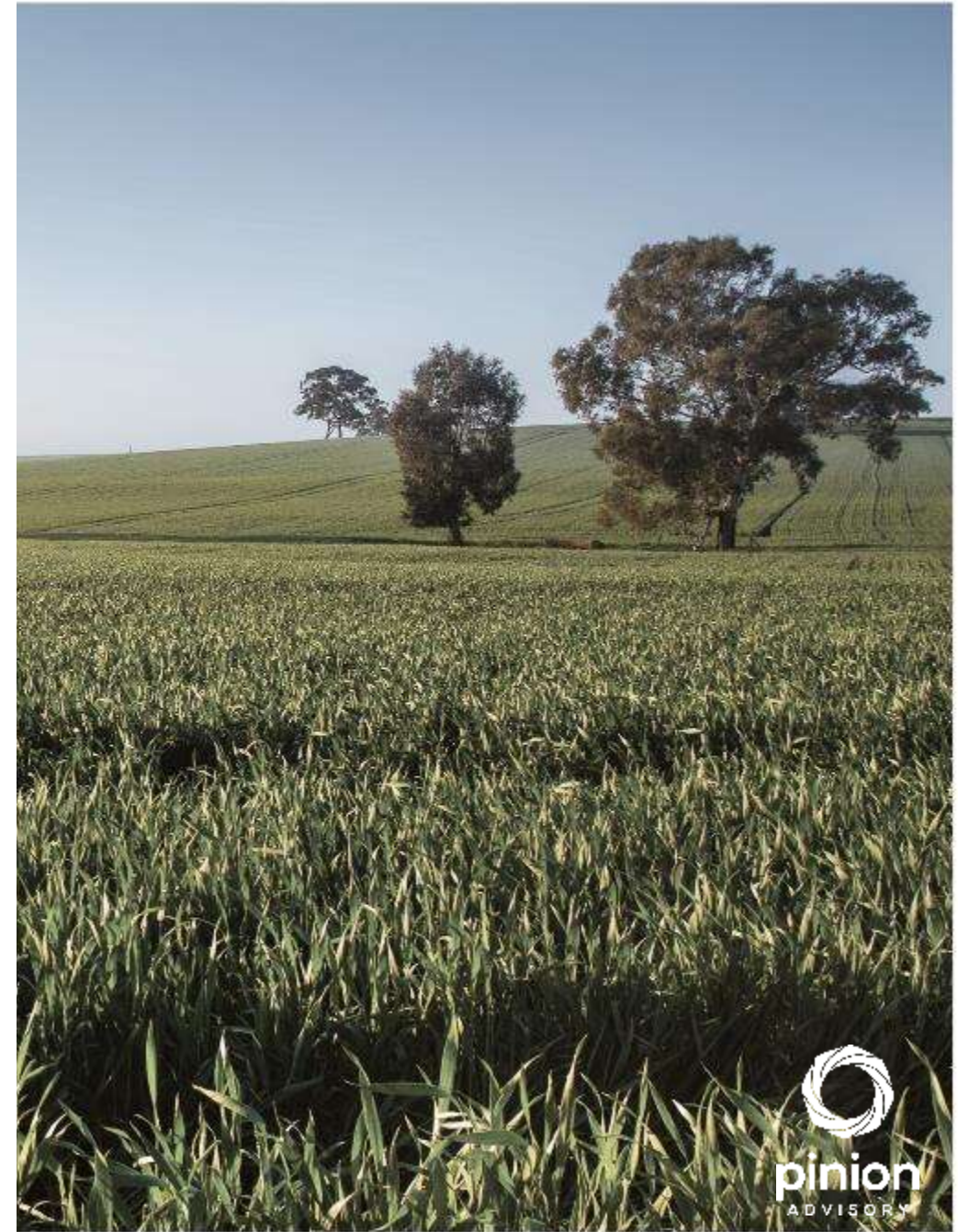
Ownership
Accountability
Responsibility

Blame
Excuses
Denial

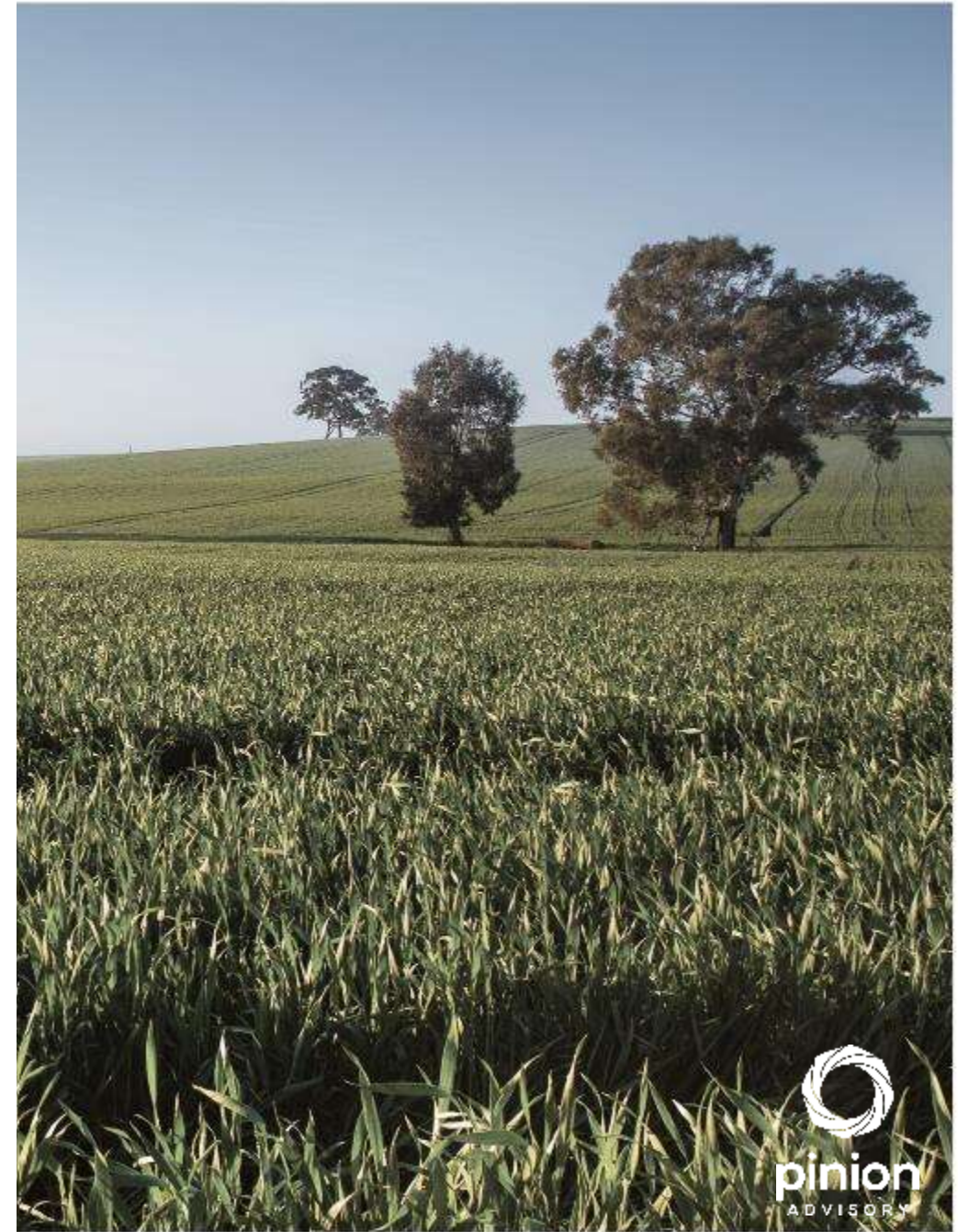
Locating Yourself - A Key to Conscious Leadership

<https://www.youtube.com/watch?v=fLqzYDZAqCI>

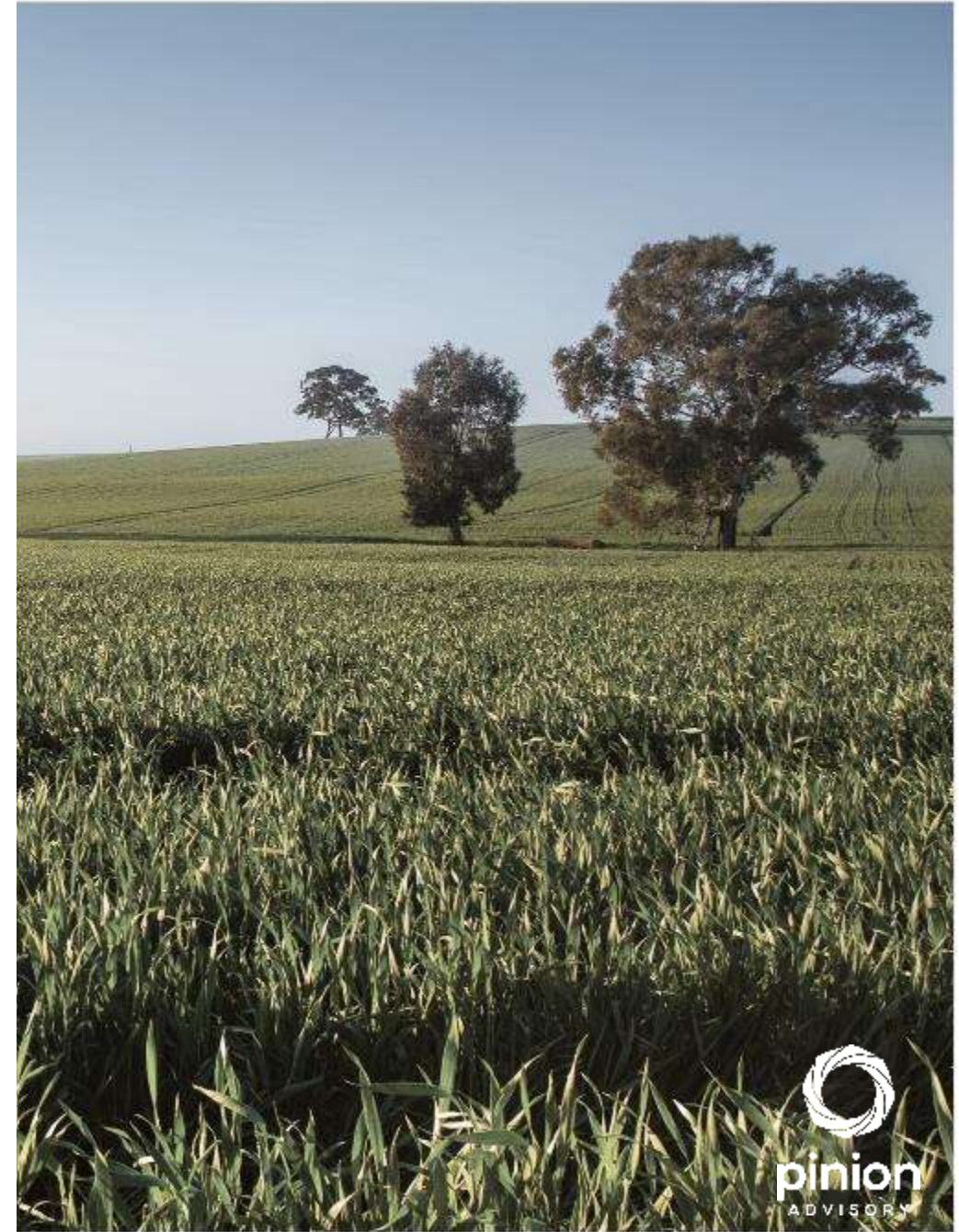
Communication



Clarity and ownership



**Employ on attitude,
train on skills**

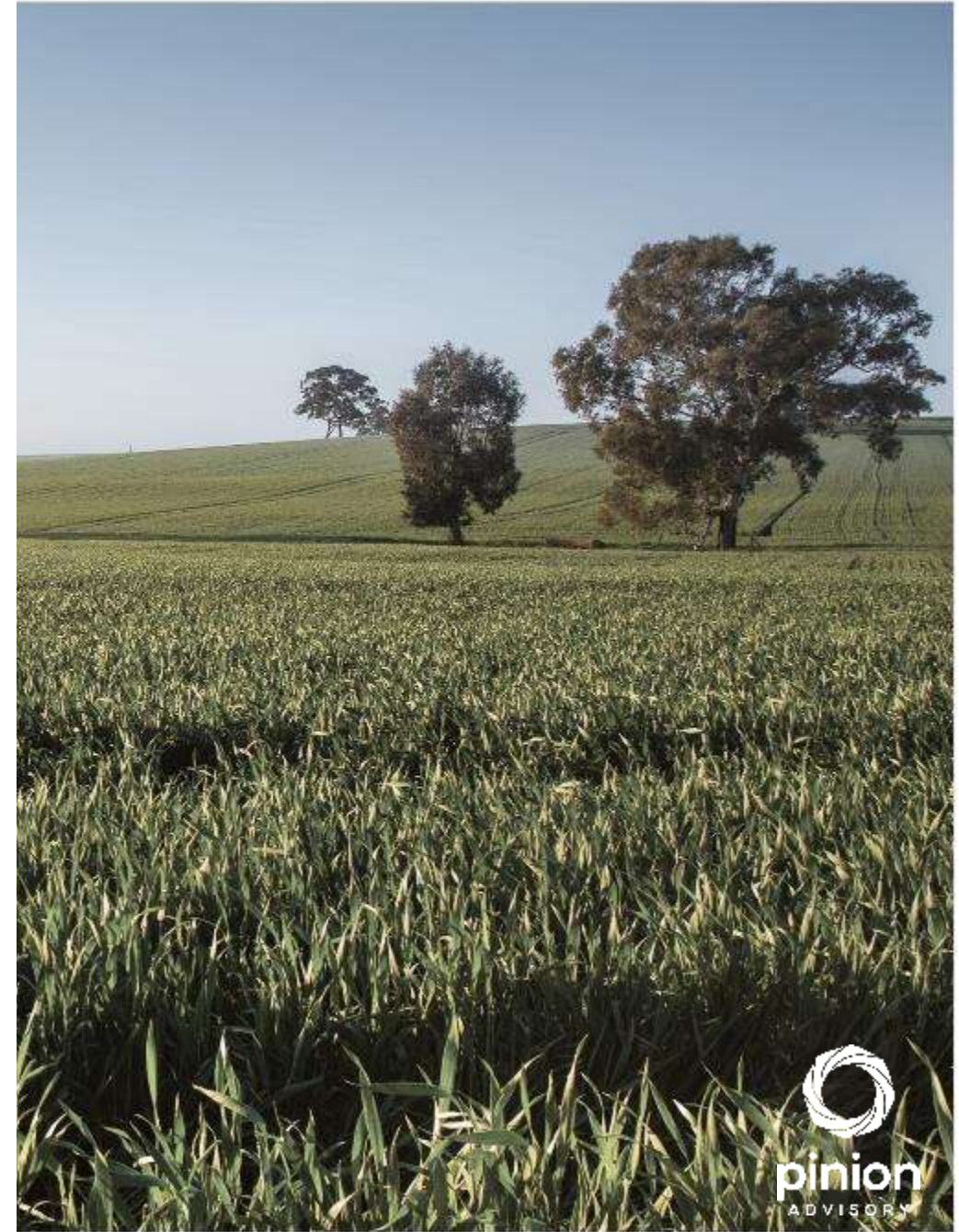


Take a long term approach

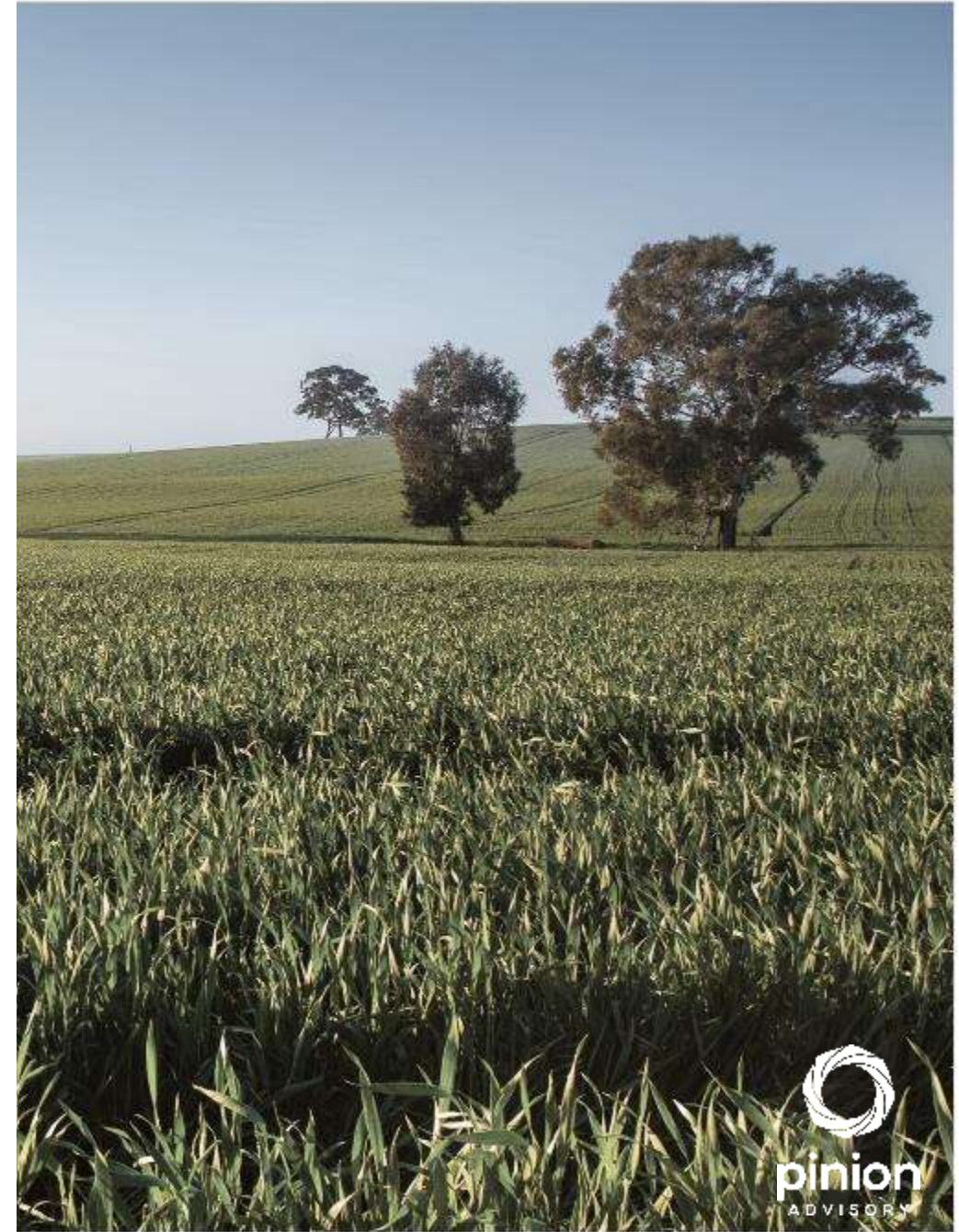
- Identify talent
- Training and support
- Clear instructions / expectations



Professionalism and compliance



Employer of choice



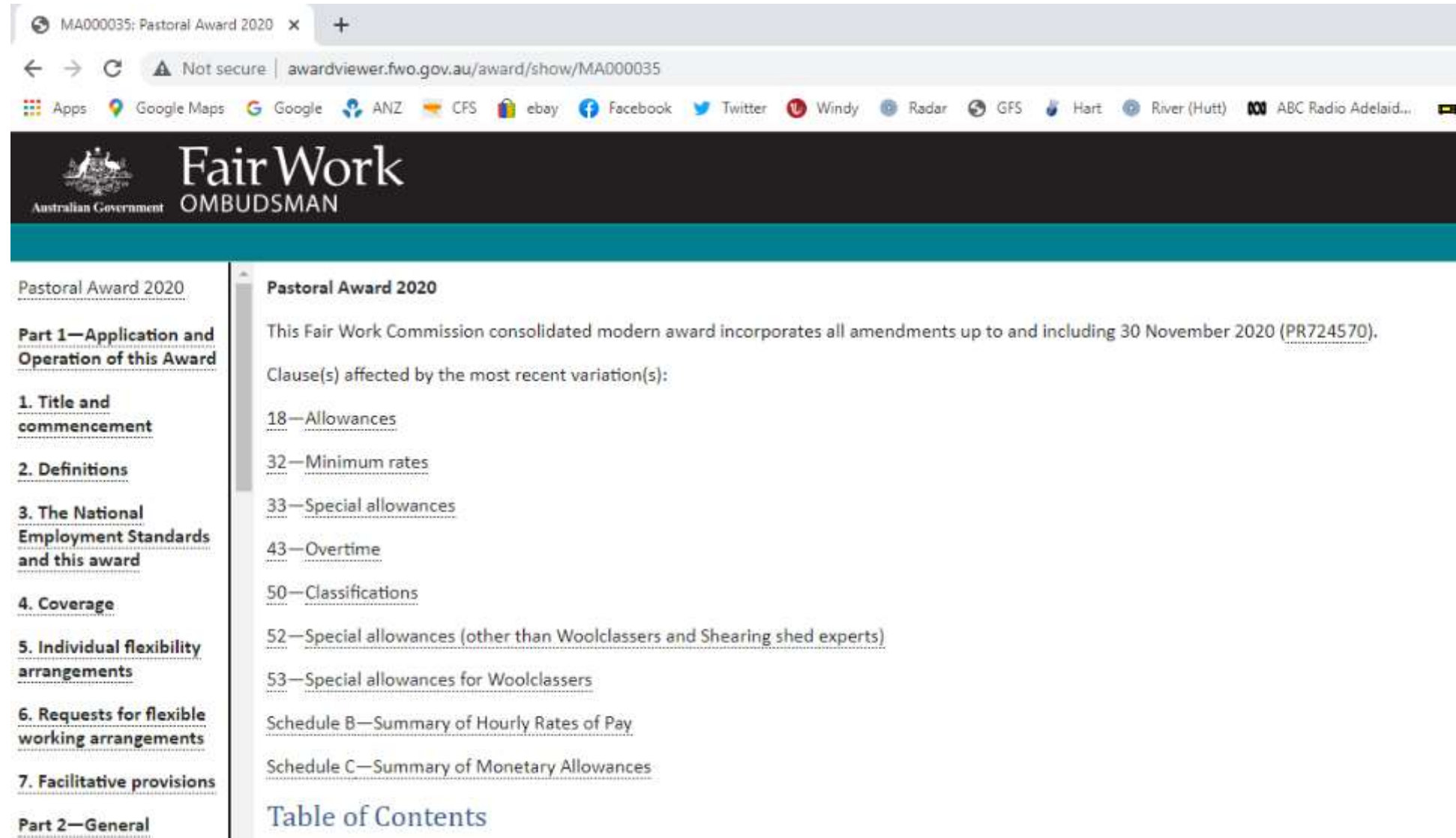
Caution

- Long term or permanent casual
- Included in the salary
- ‘Better off overall’
- Under paying superannuation
- Casual loading
- No documents
- Selective application of the Award
- Record keeping



References

*bookmark
these in
your web
browser*



The screenshot shows a web browser window with the URL awardviewer.fwo.gov.au/award/show/MA000035. The page header features the Australian Government logo and the text "Fair Work OMBUDSMAN". The main content area is titled "Pastoral Award 2020" and includes a description: "This Fair Work Commission consolidated modern award incorporates all amendments up to and including 30 November 2020 (PR724570)." Below this, there is a list of clause(s) affected by the most recent variation(s):

- [18— Allowances](#)
- [32— Minimum rates](#)
- [33— Special allowances](#)
- [43— Overtime](#)
- [50— Classifications](#)
- [52— Special allowances \(other than Woolclassers and Shearing shed experts\)](#)
- [53— Special allowances for Woolclassers](#)

Additional links include [Schedule B— Summary of Hourly Rates of Pay](#), [Schedule C— Summary of Monetary Allowances](#), and [Table of Contents](#). A left-hand navigation menu lists sections such as "Part 1— Application and Operation of this Award", "1. Title and commencement", "2. Definitions", "3. The National Employment Standards and this award", "4. Coverage", "5. Individual flexibility arrangements", "6. Requests for flexible working arrangements", "7. Facilitative provisions", and "Part 2— General".

Pastoral Award 2020

<http://awardviewer.fwo.gov.au/award/show/MA000035>

References

Rates of pay

If the Leading hand or First aid allowances apply the rates below should not be used, and should be calculated using [PACT](#).

Adult

Farm and livestock hand - Full-time & part-time

Where keep is provided, the employer may deduct \$131.59 from the employee's total weekly wages.

Table 1 of 2

Classification	Weekly pay rate	Hourly pay rate	Public holiday	Overtime - Monday to Saturday	Overtime - Sunday - not for the purpose of feeding and watering stock	Overtime - Sunday - for the purpose of feeding and watering stock
Farm and livestock hand level 1	\$753.80	\$19.84	\$39.68	\$29.76	\$39.68	\$29.76
Farm and livestock hand level 2	\$775.40	\$20.41	\$40.82	\$30.62	\$40.82	\$30.62
Farm and livestock hand level 3	\$786.60	\$20.70	\$41.40	\$31.05	\$41.40	\$31.05
Farm and livestock hand level 4	\$805.10	\$21.19	\$42.38	\$31.79	\$42.38	\$31.79
Farm and livestock hand level 5	\$819.60	\$21.57	\$43.14	\$32.36	\$43.14	\$32.36
Farm and livestock hand level 6	\$832.80	\$21.92	\$43.84	\$32.88	\$43.84	\$32.88
Farm and livestock hand level 7	\$877.60	\$23.09	\$46.18	\$34.64	\$46.18	\$34.64
Farm and livestock hand level 8	\$942.90	\$24.81	\$49.62	\$37.22	\$49.62	\$37.22

Table 2 of 2

Classification	Overtime - station cooks - work on 6 full days - payment in addition to weekly wage	Overtime - station cooks - work on 6 full days and 1 half day - payment in addition to weekly wage	Overtime - station cooks - work on 7 full days - payment in addition to weekly wage	Delayed meal break
Farm and livestock hand level 1	\$102.79 for the week	\$205.58 for the week	\$308.37 for the week	\$39.68
Farm and livestock hand level 2	N/A	N/A	N/A	\$40.82
Farm and livestock hand level 3	N/A	N/A	N/A	\$41.40
Farm and livestock hand level 4	N/A	N/A	N/A	\$42.38
Farm and livestock hand level 5	N/A	N/A	N/A	\$43.14
Farm and livestock hand level 6	N/A	N/A	N/A	\$43.84

Pastoral Award Pay Guide

<https://www.fairwork.gov.au/ArticleDocuments/872/pastoral-award-ma000035-pay-guide.pdf.aspx>

References

The screenshot shows the homepage of the Fair Work Ombudsman website. At the top, there is a navigation bar with the text "the Fair Work Ombudsman" and a search bar. Below this is a header section with the Fair Work Ombudsman logo and the text "Fair Work OMBUDSMAN". To the right of the logo is a search bar with the text "Enter search terms..." and a "Search" button. Below the search bar are links for "Language help" and "Contact us".

The main content area features a yellow banner with "Coronavirus information" and a list of links: "Find out about workplace entitlements and obligations during coronavirus. We have information about returning to work, the JobKeeper scheme, quarantine and self-isolation: pay and leave options, COVID-19 vaccinations and the workplace and more."

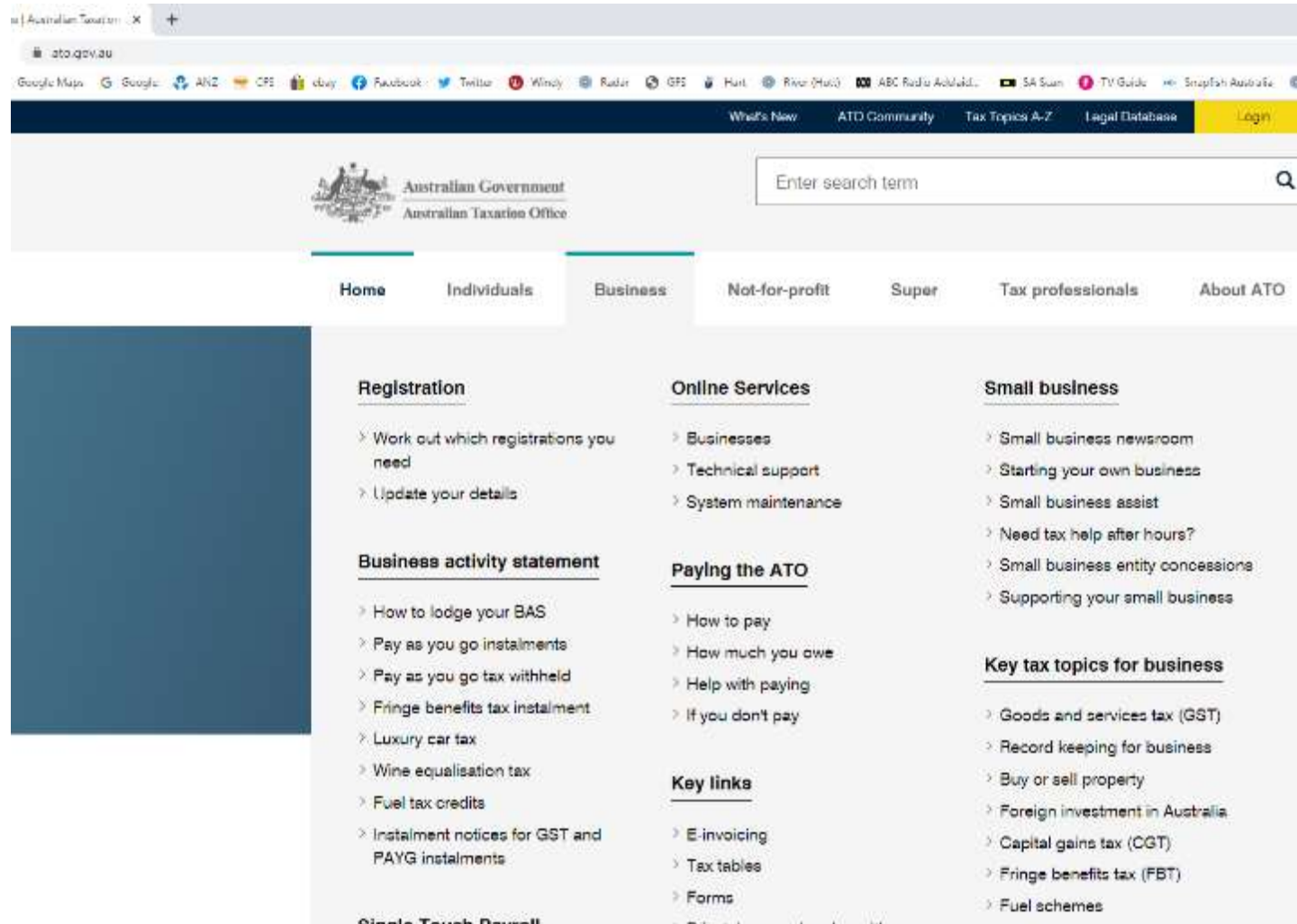
Below the banner is a grid of eight teal boxes, each with a white background and a teal border. The boxes are arranged in two rows and four columns. The top row contains: "What can we help you with?", "Pay", "Leave", and "Ending employment". The bottom row contains: "Employee entitlements", "Awards & agreements", "How we will help", and "About us". Each box has a teal arrow pointing downwards in the bottom right corner.

Below the grid is a grey section with the text "We're here to give you information and advice about your workplace rights and obligations." Below this text are four white boxes with teal borders and arrows pointing to the right. The boxes are: "Pay and Conditions Tool" (Find wages and entitlements for employees.), "Tools & resources" (We have resources that you can use to help you in the workplace.), "News & featured information" (COVID-19 vaccinations and the workplace. Find answers to common questions about different workplace issues and COVID-19 vaccinations.), and "Find help for:" (Fast food, restaurants & cafes; Horticulture; Small business; Visa holders & migrants; Franchises; Independent contractors).

Fair Work

<https://www.fairwork.gov.au/>

References



The screenshot shows the Australian Tax Office (ATO) website. The browser address bar displays 'ato.gov.au'. The page features a navigation menu with 'Home', 'Individuals', 'Business', 'Not-for-profit', 'Super', 'Tax professionals', and 'About ATO'. The 'Business' tab is selected. The main content area is divided into several sections:

- Registration**
 - > Work out which registrations you need
 - > Update your details
- Business activity statement**
 - > How to lodge your BAS
 - > Pay as you go instalments
 - > Pay as you go tax withheld
 - > Fringe benefits tax instalment
 - > Luxury car tax
 - > Wine equalisation tax
 - > Fuel tax credits
 - > Instalment notices for GST and PAYG instalments
- Online Services**
 - > Businesses
 - > Technical support
 - > System maintenance
- Paying the ATO**
 - > How to pay
 - > How much you owe
 - > Help with paying
 - > If you don't pay
- Key links**
 - > E-invoicing
 - > Tax tables
 - > Forms
- Small business**
 - > Small business newsroom
 - > Starting your own business
 - > Small business assist
 - > Need tax help after hours?
 - > Small business entity concessions
 - > Supporting your small business
- Key tax topics for business**
 - > Goods and services tax (GST)
 - > Record keeping for business
 - > Buy or sell property
 - > Foreign investment in Australia
 - > Capital gains tax (CGT)
 - > Fringe benefits tax (FBT)
 - > Fuel schemes

Australian Tax Office - <https://www.ato.gov.au/Business/>

Attracting and retaining people

