

People Policy

Version 7 – Approved 4 March 2024

Purpose:

Central to the University of Tasmania’s activities, this policy outlines our commitment to our People Strategy, enhancing our culture and supporting and valuing our people and safe systems of work.

| | Responsible |
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| 1 People recruitment, management and development | |
| 1.1 Appointments will be transparent, equitable and merit-based, and applicants treated fairly and respectfully. | Chief People Officer |
| 1.2 Appointment, onboarding and induction activities will support new staff to succeed and be consistent with the University’s strategies, values and vision. | Chief People Officer |
| 1.3 The University will provide staff with career growth and development opportunities aligned with the University's strategic objectives and vision. | Chief People Officer |
| 1.4 All fixed-term and ongoing staff in conjunction with their supervisors will set, and continuously review, performance expectations and development plans which are aligned with the University’s organisational objectives and strategy. | Chief People Officer |
| 1.5 Staff will be respectful and fair in the management of people. | Chief People Officer |
| 1.6 In order to benefit areas of the University’s strategic priority, governance, or social mission the University may invite, sponsor or host academics and others from outside Tasmania for short-term visits. | Deputy Vice-Chancellor (Academic) |
| 1.7 In circumstances where the operational needs of the University change, staff eligible for redeployment will be managed in accordance with the relevant provisions of the <i>Staff Agreement</i> . | Chief People Officer |
| 1.8 (moved to the <i>Procurement Policy</i> 1.7) | Chief People Officer |
| 1.9 The University will provide staff with a range of leave options and opportunities to support their health and wellbeing including physical and psychological safety. | Chief People Officer |
| 1.10 Staff will use their full recreational leave allocation in a timely way in support of their health and wellbeing and the operational needs of the University. | Chief People Officer |
| 1.11 The University may provide eligible academic staff with the opportunity to undertake an external study program to carry out research, advanced teaching practice, or community, professional or industry participation that contributes to the University’s ongoing strategic objectives, governance, or social mission. | Deputy Vice-Chancellor (Academic) |
| 2 Inclusion, diversity and equity | |
| 2.1 Members of the University community will ensure their work and actions are respectful of the diversity within the University community. | Chief People Officer |
| 2.2 When making a decision, members of the University community will consider the impact of intersectionality – how multiple social identities (eg age, race, gender or gender reassignment, class, sexual orientation, disability, marriage and civil partnership, refugee and asylum seekers, pregnancy and maternity, religion or belief, etc) shape individual experiences of discrimination and/or disadvantage. | Chief People Officer |

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| 2.3 | Members of the University community will ensure research, learning and teaching environments are inclusive of differences, are diverse, intolerant of harassment and discrimination and that all people are treated with respect, fairness and justice. | Chief People Officer |
| 2.4 | Members of the University community will value Aboriginal culture and create an environment in which Aboriginal people can feel safe, respected and included in all aspects of University activity and learning. | Chief People Officer |
| 2.5 | All staff will be supported to implement, advocate and model inclusive practices assisted by clear policies, processes and professional development. | Chief People Officer |
| 2.6 | The University will integrate the principles of inclusion, diversity and equity into planning and practices. | Chief People Officer |

3 Consultancy

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| 3.1 | University employees may provide consultancy services and accept remunerated appointments to government, industry and community committees, boards or tribunals in their capacity as a University employee, as agreed with their supervisor, unless it is determined to be inconsistent with University priorities, policies, procedures or principles of competitive neutrality. | Chief People Officer |
| 3.2 | University employees engaged in any consultancy activity in their capacity as a University employee will consider and manage risk and legal issues, including the management of any conflicts of interest, taxation issues, insurance coverage, and protection of the brand and reputation of the University. | Chief People Officer |
| 3.3 | Employees who engage in paid outside work will clearly distinguish that work from their University duties, meet their University obligations, manage any conflicts of interest, and will not use University resources to undertake the engagement. | Chief People Officer |
| 3.4 | Employees will obtain approval to engage in paid outside work where they are fixed term or ongoing and at least 0.5 full time equivalent with the University, and the outside work is for another research institute or higher education provider or involves the tuition or support of university students or the employee contracting to the University. | Chief People Officer |
| 3.5 | A University employee may only be engaged as a contractor where no alternative supplier is available, the services are completely removed from the employee's usual duties and all conflicts of interest can be appropriately managed. | Chief People Officer |

Definitions and acronyms: [University community](#) | [inappropriate behaviour](#)

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All University community members must comply with all relevant laws and regulations, University By-Laws, ordinances, policies and procedures.