



Congregational Policy: Remuneration

1.0 Policy Statement

The congregation acknowledges the important contribution of its employees to the achievement of its vision and strategy. The Congregation also acknowledges its responsibility in stewardship of church resources and is committed to remuneration which will:

- ensure that employees are recognised and rewarded for their contribution in a fair and equitable way;
- ensure that remuneration paid to employees is sufficiently competitive to enable the attraction and retention of employees who are capable of meeting the Congregation's needs;
- provide flexibility in employee remuneration structure through provision of salary packaging options.

The objectives of the Congregation remuneration policy are to:

- (a) attract and retain staff;
- (b) ensure equity and consistency across the organisation;
- (c) responsibly reward performance;
- (d) motivate future performance;
- (e) reduce unnecessary staff turnover and loss of corporate knowledge;
- (f) control salary costs.

1.1 Our Calling

As a people journeying together we affirm our calling under God:

- to preach Christ the crucified and risen one and confess him as Lord
- to bear witness to the unity of faith and life in Christ, rising above cultural, economic, national and racial boundaries
- to engage in fearless prophetic ministry in relation to social evils which deny God's active will for justice and peace
- to act with God alongside the oppressed, the hurt and the poor
- to accept responsibility for the wise use and conservation of the finite resources of this earth for the benefit of all
- to recognise, treasure and use the gifts of the Spirit given to all God's people for ministering
- and to live a creative, adventurous life of faith, characterised by openness, flexibility, hope and joy.

Consideration should be given to our calling in seeking guidance and interpretation surrounding this policy.



1.2 Scope

This policy applies to all Congregational staff who are employed in accordance with the Modern Awards.

1.3 Principles Underpinning Process

- a) Natural justice/procedural fairness
- b) Equity
- c) Understanding of Power
- d) Confidentiality

1.4 Definitions

Natural Justice/Procedural Fairness:

Natural justice refers to a due process that displays fairness to all parties. It includes the right to be heard, the right of reply, the right of support during processes, the right to be treated fairly, the right to be informed of allegation(s) being made and the right to objective consideration of allegations and responses, all within a timely manner.

Understanding of Power:

The synod workplaces are places where there is recognition of the appropriate use of power and an expectation that power residing in any individual due to position, status, gender, and personal attributes will be exercised with due regard to its use for the benefit of the health and wellbeing of individual staff and the organization as a whole.

Confidentiality:

In all matters within the workplace recognition is given to the primacy of appropriate confidentiality in the implementation of processes and the respect for privacy in HR to drop in clause from sexual harassment policy.

Equity:

That the actions and/or the treatment of others are characterized by justice, fairness, and impartiality

1.4 Policy Owner

This National Criminal History Check Policy is implemented and maintained by the Director, People and Culture.

1.5 Further Assistance

Any staff member who requires further assistance in understanding or applying this policy can contact a member of the People and Culture team.

1.6 Policy Review

This policy will be reviewed every two years or earlier if required.



1.7 Related Policies and Procedures

Recruitment and Selection Policy
Salary Packaging Policy

2.0 Policy in Practice

2.1 Position evaluation and salary

Position descriptions for new employees will be assessed against the classification descriptors provided within the appropriate modern award in order to determine the remuneration level of the position. This will ensure that all employees are being engaged within the National Employment Standards

No staff member will be paid below the minimum amount for the determined level as provided in the remuneration table in within the appropriate modern award.

Further information about modern awards and a list of the awards can be found at:

<http://www.fairwork.gov.au/awards/modern-awards/pages/default.aspx>

The most common awards relating to work within a congregation are the:
Clerks Award 2010
Social, Community, Home Care and Disability Services Industry Award 2010

2.2 Annual salary review

An annual salary increase is provided in accordance with the terms and conditions of the appropriate modern award.