



Jobs Australia
Community Sector Industrial Relations

Support, advice, representation

It's easy for workplace problems to start out simple but then become difficult. That's when you need professional advice. The wrong advice can cost not just a lot of money, but also your time, energy and the reputation of your service. That is why Jobs Australia established CSIR.

The industrial relations environment continues to add to the challenges facing the community sector. The IR team provides quality advice for employers, informed by our in depth understanding of the realities of the nonprofit community services sector.

Most of the advice we provide is free within your subscription.

- Employment contracts and award entitlements
- Managing performance, misconduct, ill health and restructuring
- Formal disputes such as unfair dismissal or general protections claims
- Enterprise bargaining

There is more to managing a workforce than just the rules set out in an award. We also provide consultancy and training around good HR practice, tailored to the needs of nonprofit community organisations.

Check out www.ja.com.au/csir for a calendar of events, or just call us on 1800 060 098 or 03 9349 3699.

COMMUNITY SECTOR INDUSTRIAL RELATIONS (CSIR)

It's a constant issue for employers in the community sector – the need to juggle the demands of clients, funding bodies, and community stakeholders - and still be a good employer getting the best from employees.

Our expert Industrial Relations Advisers know the Australian industrial relations system and understand the workplace culture in the community sector.

They can:

- help you to meet your obligations as an employer; and
- work with you to find timely and effective solutions to any industrial relations or human resource problems that might arise.

We specialise in the community sector, and Jobs Australia is a nonprofit community organisation itself. We understand the challenges faced by volunteer committees of management, managing on a shoestring, and community sector values. CSIR is provided by Jobs Australia to all kinds of community organisations throughout Australia.

AS A SUBSCRIBER YOU WILL RECEIVE:

Advice: A toll free 1800 telephone service for prompt free advice on any industrial relations or human resource issue, including hiring staff and drafting contracts, rates of pay, termination of employment, and other employment conditions.

Representation: we can represent your organisation in negotiations on employment matters, such as enterprise bargaining, performance management, unfair dismissal claims, and disputes (additional fees apply for labour intensive cases).

Awards: a free copy of each award used by your organisation and associated pay tables and award updates when any award is varied.

Updates: regular industrial relations bulletins to keep you informed of developments in the areas of industrial relations, and human resource management.

Training: access to our program of workshops on topical issues as well as tailored programs on request to help promote good HRM practice.

Online: access to our various industrial relations publications including Guides to Contracts, Disciplinary Action, and Redundancy.

CONSULTANCY SERVICES

Most issues can be dealt with easily over the telephone. However, some issues are more complex and may need additional time for research or attendance at tribunals. In these circumstances further charges and conditions do apply. We recognise the realities of the nonprofit community sector, and so we aim to keep our charges low and very competitive.

Generally for industrial issues such as disputes, the first hour is free. All work and advice in excess of the first hour, including representation at industrial tribunals on disputes such as unfair dismissal claims will be charged at our very competitive hourly rate.

We also provide consultancy services around HR management - such as reviewing and developing effective HR policies and procedures - and workplace investigations.

ELIGIBILITY

To be eligible to become a CSIR subscriber, you need to be a nonprofit organisation in the non-government community services industry.



For many years Jobs Australia IR support service has provided NORTEC with an exceptional, responsive service and advice that has significantly contributed to the optimisation of people management for our organisation. Their specialist advice is coupled with a true understanding of the particular issues community organisations face. There is no other service available that offers both the in-depth knowledge of current Industrial Relations legislations and the complexities of the community and Not for Profit arena.

LYDIA BERLAGE, NORTEC EMPLOYMENT AND TRAINING LTD.

CONSULTANCY SERVICES INCLUDE

Consultancy services are charged at an hourly rate and conditions apply.

Contact us for further information.

Assistance and representation
in negotiating and drafting
enterprise agreements

PROFESSIONAL
ADVICE

HR policy review
and development;
in-house projects to build line
manager skills and improve
culture

HUMAN
RESOURCE
MANAGEMENT

Reviewing contracts
and classifications

REVIEW

EVENTS,
TRAINING AND
WORKSHOPS

We provide a range of events
and training opportunities
on HR management and
industrial issues for
community organisations

EXPERIENCE

Our experienced advisers
are also available to address
conferences and network
meetings

REPRESENTATION

Our experienced advisers can
represent you at tribunals

Community Sector Industrial Relations is for nonprofit community services employers. We provide:

- Industrial relations and human resource management advice
- Representation in disputes and enterprise bargaining
- Training and seminars on current issues

We are your specialist provider of IR & HRM support for the community sector, helping you to realise your mission.

CSIR STAFF: BACK - CAROLINE RYAN, MARGARET BASILLIE, AND JENNIFER FORWARD
FRONT - MICHAEL PEGG AND MICHELLE LAUFER



DISCOUNTS

Subscription discounts are available to employers that are financial members of the following peak organisations:

Australian Council of Social Services (ACOSS) and the State & Territory based Councils ACTCOSS, NCOSS, NTCOSS, QCOSS, SACOSS, TasCOSS, WACOSS & VCOSS

ACE National Network Inc.

Association of Neighbourhood Houses and Learning Centres (ANHLC)

Australian Federation of AIDS Organisations

Australian Youth Affairs Coalition

Community Broadcasting Association of Australia

Community & Neighbourhood Houses and Centres Association (CANH)

Community Child Care Association (VIC)

Community Child Care Co-operative (NSW) Ltd

Family Relationship Services Australia

Federation of Community Legal Centres (VIC)

Linkwest Inc.

Local Community Services Association (LCSA)

National Association of Community Legal Centres

Network Association of Competitive Employment

National Disability Services Limited

Network of Community Activities (NSW)

NSW Family Services Inc

NSW Federation of Housing Associations Inc

NSW Home Modification & Maintenance Services State Council

Refugee Council of Australia

Tasmanian Association of Community Houses Inc (TACH)

UnitingCare Victoria & Tasmania

Victorian Alcohol & Drug Association

Youth Action & Policy Association

Youth Affairs Network of Queensland (YANQ)

CONTACT US

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