



Employee Benefits Excelsia College

Excelsia College recognises the contribution of its people through more than just financial rewards. A summary of employee benefits are listed below:

- **Government Paid parental leave:** For eligible employees 18 weeks paid leave at a cap of \$672.60 per week.
- **Private Health Insurance Discount:** 8% partner discount with Bupa.
- **Community Day:** 1 day per year (**do not accumulate**) to support employees with their civic duties if required. Employee must be a permanent or fixed-term, full-time or part-time employee and must provide an account of their day.
- **Leave Benefit:** Staff members (permanent full-time or part-time employee only) who have been at the College for more than 2 years will receive an additional 1 week leave per year and staff members who have been at the College for more than 5 years will receive an additional 2 weeks leave per year. For part-time employees this will be pro-rata on hours worked. Staff will start to accrue the extra leave on anniversary. This leave will not roll over to the following year, therefore if not used within the anniversary year will expire. This leave will not be paid out on resignation or termination. This leave benefit is effective as per 01 April 2020. This leave will also not incur leave loading and will have a separate entry on Preceda 'Leave Benefit'.
- **Flu Vaccinations:** An initiative to participate in the annual flu vaccine program funded by Excelsia College.
- **Employee Assistance Program:** Uprise is a wellbeing program staff members can use with coaching sessions available to assist staff as required.
- **Share the Light Award:** A recognition and reward program for employees who follow the values of the College. Employees must have worked at Excelsia College for a period of six months and more to be eligible to win this award.
- **Salary packaging:** To be eligible for this benefit, employees must have been employed for more than 6 months. It is recommended that you seek financial advice before proceeding with the below salary packaging.
 - Applicable to both permanent and fixed-term contact employees, Tools and equipment that are used for work-related purposes are classified as "Otherwise Deductible" and Excelsia College can claim an input tax credit for the purchase so you can buy the item with a saving of up to 50%.
 - Applicable to permanent employees only, Novated leasing services - nlc is Excelsia College's outsourced provider of novated leases. Their direct number is 1800 652 652 and website is nlc.com.au.
 - Applicable to permanent employees only, Mortgage repayment is another way staff can reduce their taxable income. The threshold amount for this salary sacrifice is up to \$30,000 per annum and staff members on this benefit will be liable to pay FBT which will be withheld from staff pay pre-tax. This is effective from 01 April 2020.

- **Parking:** Employees have access to free parking on site on a first come first serve basis. The College is not liable for any damage, including theft, to your car while parked on campus.
- **Length of Service:** At 5 years of service an employee will receive \$100 gift voucher, at 10 years of service and employee will receive \$200 gift voucher and at 15 years of service employee will receive \$300 gift voucher.
- **Discounted gym memberships:** Excelsia College employees receive a corporate membership rate at *Anytime Fitness* located at level 1, Building 1, 35-41 Waterloo Rd, Macquarie Park (corner Lane Cove and Waterloo Rd). You can purchase membership directly with the gym manager on 02 9889 1880. The membership will give you access to all Anytime Fitness gyms in Australia.
- **Wellness:** In collaboration with Get Healthy at Work (NSW Government Initiative), the College prepares a Wellness Plan centered around People, Place and Policy to aid staff members through various activities and education to stay healthy during and outside of work.
- **Christian Engagement:** Activities planned for the year to aid staff members to have a sound knowledge and understanding of Christian values and beliefs; and of the relevance of Christian faith to personal life, professional ethics, and social concerns. Employees have workload hours allocated to engage in College Christian mission activities.
- **Team Sport:** Members of staff will be able to participate in Team Sports on offer at the College under the banner of Excelsia Eagles. An opportunity for sponsorship of staff local community teams can be requested.
- **Flexible work policy:** The College and one or more of its staff members agree on changes to the standard working arrangements, including hours, patterns and location of work, to provide flexibility in meeting business needs and assist staff in managing their work and personal commitments. Continuing and fixed-term staff members may request flexible work via application to their manager/supervisor.
- **Professional Development Courses:** Employees are able to request to attend internal and external conferences to benefit their roles at the College.
- **Higher Degree:** Staff members (permanent full-time or part-time employee only) can request to their supervisors/managers to study one of the degrees or Professional Development courses offered by the College at no cost. Class attendance will be required to be outside of work hours and all failed unit will need to be paid back to the College. 50% discount for degrees offered by the College will apply to direct family members.
- **Academic Promotions:** Academic staff are able to apply for academic promotions.
- **Academic Study Leave:** Permanent members of the academic staff after a period of seven years employment with Excelsia College can apply for Academic Study Leave for the duration of a semester.
- **College Excellence In Teaching Award:** To promote, recognise and reward the contribution made to teaching excellence by full time, part time and casual members of academic staff across the College. One winner from each school will be awarded a sum of \$500 and the overall College winner will receive an additional gift voucher of \$500. Certificates of Excellence in Teaching will be presented at the Scholarships and Prizes ceremony.
- **Support Service:** Stopleveline is Excelsia College's outsourced provider for Whistleblowing service to provide an active response to workplace concerns. You can email Stopleveline at

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excelsia@stoline.com.au or telephone 1300 30 45 50 between the hours of 8am and 9pm or write to Stoline at PO Box 175 Hawthorn East, Victoria, Australia 3122. You can also use the confidential website at www.excelsia.stoplinereport.com to find out more information or report an incident. You can also download the free smart phone APP and make a confidential disclosure.

- **Workplace environment:** The workplace offers quiet and chill out areas with massage chair, Playstation, Foxtel and free coffee machines for your convenience. Events are regularly planned across the year to gather staff members together and create a unified community.
- **IWU Exchange:** A permanent full time or part time staff having been at the College for over a year and who performed at a Level 5 in their review, at the discretion of the CE, will be given an opportunity to visit IWU.
- **Merchandise:** A range of College merchandises will be made available to permanent staff upon appointment to the College.