



Employment Conditions

The Department of Indigenous Affairs (DIA) is a vibrant State Government agency committed to closing the social, cultural and economic gap between Indigenous and non-Indigenous people.

DIA also has a strong organisational culture that respects and values staff. Employment conditions at DIA have been developed to ensure staff feel valued at work and can achieve a work/life balance in their career at DIA.

Salary & Working Conditions

The salary packages and working conditions at DIA are equitable and flexible.

Salary

- Excellent salary
- Annual payraises plus 9% superannuation with Member Investment Choice Options
- Salary packaging – pre-tax income for car lease, lap tops, additional super and others items

Working Conditions

- 37.5 hour work week
- Flexible working hours
- Facility to work from home under an approved 'working from home' arrangement
- Flexibility for part time or job sharing for some positions
- Regional allowances dependent on location include benefits such as additional annual leave, travelling concessions, and airconditioning subsidy may apply
- Government Regional Officers Housing (GROH) where available/applicable.

Leave Options

DIA offers generous leave options to support a work/life balance.

Annual leave	Four weeks with 17.5% leave loading
Purchased leave	An additional 8 weeks leave can be purchased
Deferred salary scheme	Work at 80% income 4 years & take 1 year off at 80% income
Long-service leave	13 weeks leave after 7 years continuous service
Personal leave	15 days annually (of which 13 is cumulative)
Parental leave	Up to two years parental leave, including three months paid
Cultural/ceremonial leave	Determined on circumstances and genuine need

Learning & Values Environment

DIA is a holistic environment where you can develop your career and live your values.

Training & development

- Orientation and induction program including award-winning manual
- In-house training (eg. computer; customer service; cultural awareness skills)
- Study leave can be negotiated (up to five hours per week)
- Expressions of interest (EOI) are invited from staff to act in higher level positions and/or participate in other development activities
- Study assistance award and mentoring program
- Retirement and superannuation seminars

Study Assistance Award

The Department is keen to promote the personal and career development of all employees and as such, applications for study assistance, including time off with pay and the Study Assistance Award Scheme which provides financial assistance, to undertake or continue studies in a field directly related to employee's work duties.

Mentor Program

The Mentor Program aims to develop successful partnerships, which will focus on providing support and enhancing the career development of all employees, with particular emphasis on Indigenous staff, women and youth.

Wellness Program

The Wellness Program focuses on three main areas:

- Education and support - information sessions/activities that educate and promote the benefits of healthy lifestyles, i.e. Healthy Heart Checks, seminars on a range of topics, and the availability of Quit Smoking kits;
- Physical exercise - exercise opportunities to improve general fitness/health, which may include neck/shoulder massages, yoga and meditation; and
- Team building - building a sense of team morale ie. Perth City to Surf, and the Weight Loss Program.

Values based activity

- Family-oriented annual events
- Active support of Indigenous issues