



EMPLOYMENT FOUNDATIONS

A transparent and compliant employee engagement process provides clarity to all parties. Designed to support both employers and employees to feel empowered in the workplace.

Through Employment Foundations, employers will:

- Confirm and formalise employee engagement
- Clarify roles within the business, develop a clear team structure and define individual roles
- Review wages and ensure compliance
- Receive market validation to ensure competitiveness of wages
- Access written employment agreement templates e.g. contracts, wage agreements, other documents as legally required
- Develop their knowledge and skills and those of employees, through professional development, education and training
- Provide a professional, positive and clear employment engagement process for employees

Having a proactive approach to human resource management manages several risks:

- It ensures compliance with Fair Work and the Pastoral or other Awards. There is a lot to know and there can be a knowledge gap
- Non-compliance can leave a business open to legal action and possible fines
- Often, farming businesses:
 - Do not have a human resource management structure in place
 - Don't spend time or invest in areas where there may be a lesser understanding, such as human resource management and people
 - Not addressing this can impact business performance as it is people that achieve results

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- A possible negative employee experience can damage team culture and result in high turnover of staff
- Disgruntled employees can undermine a team if they drive negative culture in the workplace
- A clear employee engagement practice using employment foundations sets expectations and manages these risks.

SERVICE FEATURES

The service includes:

- Virtual meetings
 - For initial data and information collection
 - For any further clarification
 - To support document execution
- Development of job descriptions
- Provision of salary and wage benchmarking
 - Underpinned by industry knowledge and expertise on wages
- Letters of offer
- Employment contracts for team members
- Wage agreements for team members
- Phone or Microsoft Teams support related to the scope of work

BENEFITS

For clients, this means:

- Clarity on employment relationships
- Confidence and comfort in ensuring compliance and understanding of operational structures
- Development and execution of customised documents tailored to the individual business and employee/s
- The provision of a quality employment experience for employees meaning
 - Retaining employees and a positive culture
 - Building brand awareness as a professional business
- Education for both parties about employment conditions and clear communication of expectations to employees
- A proactive approach for a sustainable farm business
- Development of strong relationships with competent agribusiness human resource consultants

WHY WORK WITH US

Working with Pinion Advisory will ensure the development of your business's employee engagement documents meet requirements and are professionally presented.

The team has significant experience and knowledge of:

- Informing employer responsibilities
 - Fair Work and National Employment Standards (NES), the Pastoral and other Awards and their application
- Recruitment and retention of team members for farming businesses
- Research outputs, including the Employee Value Proposition and the Farm Salary Survey reports, adding value to this process
- Managing people, including:
 - Business culture and communication
 - Culture and leadership
 - Values, behaviours and employee value proposition
- Practical people management considerations related to the realities of farming workplace operations
- Work Health and Safety principles

We provide an informed, insightful, balanced approach as your employee engagement documents are developed.

Our service gives you a practical understanding of farm employment, including expectations for work hours. This results in documents that are clear, genuine and reflect viable and productive work arrangements.

The result is that you have more knowledge and confidence about employment documentation and requirements within Modern Awards.

For more information
contact us on **1300 746 466**
or visit **pinionadvisory.com**

