

Client Services

Advocacy Industrial Tribunal and Court representation

- Federal and State Industrial Relations Commissions
- Federal and Local Courts
- Other tribunals e. ADB, HREOC
- Award and agreement matters
- Unfair dismissals
- Unfair contracts
- Unlawful terminations
- Industrial disputes

Information

- Policy development
- Policy review
- Website updates on contemporary employment relations issues and awards

'The Synod of NSW and the ACT Employment Manual is available for use by employers and can be located on HR Services website'

Referral to specialist service providers for employment, tax and other employment related matters.

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HR Services a division of Uniting Resources

UNITING CHURCH IN
AUSTRALIA
SYNOD OF NSW AND
THE ACT



uniting
RESOURCES



HUMAN RESOURCE
SERVICES

Who is HR Services?

Uniting Resources, the property and finance division of the Synod of NSW and the ACT established HR Services to provide advice and support to Uniting Church employers in the area of employment relations.

This was in response to the growing complexities faced by Uniting Church employers and the requirement to fulfill their legislative and other obligations.

“HR Services objective is to meet the needs of employers within the bounds of the Synod of NSW and the ACT”

What do we do?

In accordance with Synod By-Law 8.2.8

Employment Policies and Procedures

- Establish or recommend the adoption of Synod employment policies; and
- Oversee implementation of them; and
- Monitor compliance with them

What do we do?

- Provide advice and assistance in relation to employment and industrial relations matters; and
- Monitor compliance with all relevant employment and industrial relations legislation

Human Resources (“HR”) and Industrial Relations (“IR”)

- Provide HR and IR Services to employers within the Synod and within the bounds of the Synod;
- Act as the Synod and the Property Officer’s representative in relation to employment and IR matters; and
- Act as primary liaison and interface with external legal advisors in relation to employment and IR matters.

Payroll Bureau

- Make available and provide payroll bureau services to organisations within the bounds of the Synod.

Our Mission

To provide innovative leadership and professional services to enable Uniting Church employers to meet their obligations under law and operate their workplaces within the context of the Basis of Union.

Client Services

HR Services represents the interests of the Synod of NSW and the ACT and employers within its bounds in employment and industrial relations matters.

Employers within the Synod can access a number of workplace services as follows:

Workplace Relations

- Awards and wage rates
- Recruitment and staffing
- Employment contracts
- Redundancy processes
- Leave entitlements
- Performance management and reviews
- Terminations and unfair dismissals
- Discrimination
- Payroll and superannuation
- Privacy

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