

Appendix 3

Career Coaching for Carers (3C) HR Information Session

Definitions

There are various definitions of a carer utilised at UNSW:

- **Current EBA definition:** "Carer's leave refers to the use of an employee's entitlement to sick leave for the purposes of caring for an immediate family member".
- **Extension of definition:** "An employee may apply to the Head, Human Resources for carer's leave with respect to a person not covered by the definition of 'immediate family' but for whom there is a significant and close cultural or family relationship".
- **Carers NSW definition:** "A carer is any individual who provides care and support to a family member or friend who has a disability, mental illness, drug or alcohol dependency, chronic condition, terminal illness or who is frail due to age" - Carers NSW (<https://www.carersnsw.org.au/>).

Current UNSW Entitlements

Carer's leave

- In their first year at UNSW, an employee can take up to 10 days of carer's leave.
- In the following years, an employee can take up to 12 days.
- If an employee's current carers leave entitlement is exhausted, sick leave accrued from prior years may be accessed for carer's leave (request must be made).

Parental leave or Primary carer leave

- 26 or 36 weeks, depending on years of service.
- There are also provisions for: adoption leave, grandparent leave, foster parent leave and, of course, parental leave – this leave applies when a new child enters a household.

Other Existing UNSW Initiatives

- **Flexible work policy:** provides for all sorts of flexible work arrangements (flexible location, schedule, hours, compressed week, part-time etc.) See: [Flexible Work Policy](#).
- **Team meetings policy:** to be scheduled between 9.30am and 4pm to support inclusion.
- **Recharge weeks:** Three were held in 2022 and they will be conducted again in 2023; staff wellbeing days.
- **ARO guidelines:** to take crisis situations (COVID-19, bushfires, flooding, etc.) and personal circumstances into account when discussing academic achievements.

Other Existing UNSW Initiatives (cont)

- **Promotion workshops:** carers often don't apply.
- **VC Childcare Support Fund:** up to \$2K to support female academics with the cost of childcare when travelling or attending a conference.
- **Career Advancement Fund:** to assist female academics to re-establish and advance their careers during or following a period of parental leave. Up to \$10K allocated to an academic project.
- **ECR groups.**
- **WiRN (Women in Research Network):** UNSW forum to encourage research active women to connect and collaborate.

Existing Initiatives: UNSW Science Faculty

- **UNSW Women in Maths & Science Champions Program (Science):** for students and early career scientists to become science professionals (presentation, social media, leadership and communications skills).
- **Science Momentum Award (Science):** provides staff returning from leave with relief from teaching and administration to write publications, grant applications and/or to provide access to research assistance – open to academics whose careers have been interrupted through sustained full-time carer status for at least six months which includes childcare, maternity leave/parental leave, disability care of another, care of parent or spouse. Up to \$6,500.
- **Science EDI Working Group (~15 people).**
- **A various range of financial support initiatives to support the promotion of women academics at Level D, and women ECRs.**