

Employment Matters

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What's changes in the past
two years have impacted
your centre's staffing?



The current situation

184 part-time teachers doing 948 hours

61 part-time support staff doing 852 hours

25 support staff doing 30 or more hours

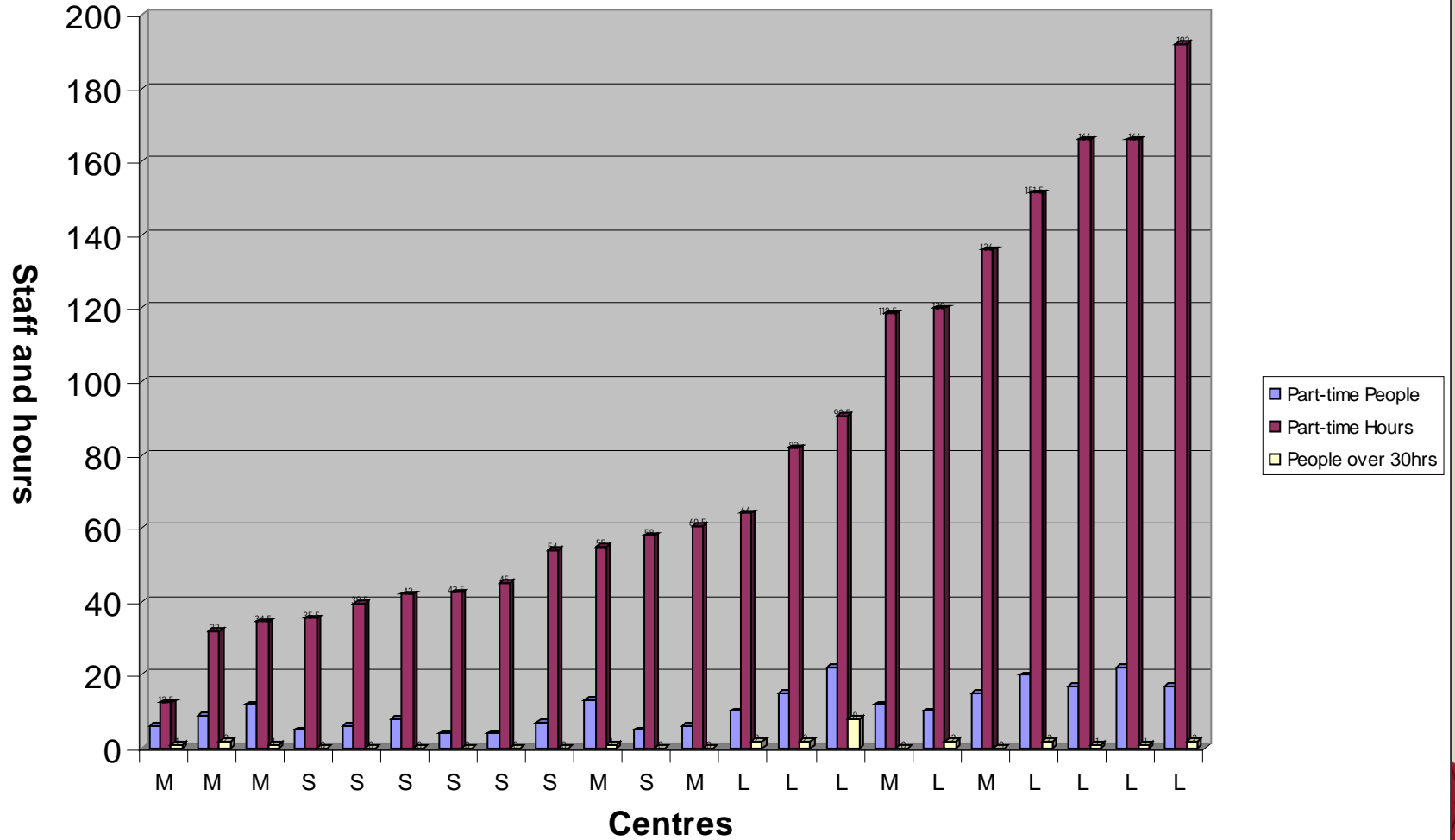
Large centres 12-30 staff (\$234 - \$464k)

Medium centres 6-15 staff (\$98 - \$167k)

Small centres 4-8 staff (\$58 - \$91k)



Centre Staffing 2010



Planning your HR

A key goal of HR planning is to get the **right** number of people with the **right** skills, experience and competencies in the **right** jobs at the **right** time at the **right** cost.

Planning your HR

Rigorous HR planning links people management to the organization's

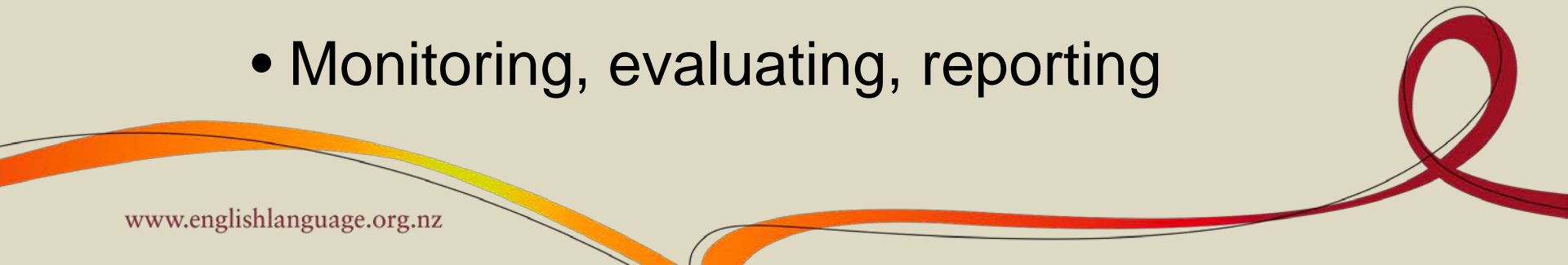
- mission
- vision
- goals and objectives
- strategic plan
- budgetary resources



Developing an HR strategy

There is no one right way

- Workforce analysis
- Internal scan
- External scan
- Gap analysis
- Priority setting and work plan
- Monitoring, evaluating, reporting





What are the key forces in your centre?

- Staffing issues, work/life balance, demographics
- Cultural issues
- Technology requirements
- Budget (funding) issues
- Expectations of learners
- Strategic goal to increase participation of Inr communities



Evaluating your HR capability

What knowledge, skills, abilities and capabilities does the centre have?

- Use a skills matrix
- Review the strategic plan – what are we going to need in the future?
- Where are our gaps?
- How can we address these?



Evaluating your HR capability

Has the organisation changed its organisational structure? How is it likely to change in the future?

Has the organisation changed with respect to the type and amount of work it does and how likely is to change in the future?

How has the centre changed regarding the use of technology and how will it change in the future?



Assumptions for the future

- Highly competent MANAGERS with strong management, HR and finance skills
- Competent change managers
- Increasing need for technology skills
- More highly qualified teachers
- Increased focus on recruitment of staff from migrant and refugee communities (role model)
- Ongoing learning
- Aging workforce



What next?

How will this information affect your staffing decisions in the next 3-5 years?

How will you record this?

What do you need to put in place to ensure that staffing is strategic rather than ad hoc?



Not the right number? Not the right people?

What are the long term options?

What are the short term options?

Scenario

Your centre has 8 part time teachers, 1 full time manager and 3 part time support staff (coordinators, administrators).

You would like to review the staffing in your centre. How could you go about this?

Scenario

Your centre's salary funding from the association decreased by 10% this year (last year it remained the same as the previous year).

How can the committee and/or manager respond to this strategically?