

Recruitment Action Plan 2019

Key Actions to Achieve Priorities

Unitec Priority	People Team Priority	Action and Timing
Success of all students, with a focus on priority groups (Māori, Pacific, Under 25, International) and the communities we serve (West, Central & North Auckland).	<i>Build strong partnering relationships across Unitec with a focus on students and empowering staff.</i>	<ul style="list-style-type: none"> • <i>Ensure recruitment processes reflect a treaty based approach and result in increased Māori hires</i> • <i>Project to develop EVP and employer branding strategy and roll out – this includes researching and capturing our EVP, create new brand collateral, activate social media channels including Linked In, partner with marketing – scoping by end of March 2019 and strategy set by end of June 2019 ready for implementation.</i> • <i>Review Linked In options and provide recommendation on actions to achieve applicants directly from Linked In.</i> • <i>Raise awareness of benefit of Linked In with HR team and Hiring Managers (sessions re Linked In and the benefit of contacts). Actively connecting with our Hiring Managers.</i> • <i>Take a lead role in working with other HR in ITPs if opportunity arises with sector reform</i>
Quality learning, teaching and applied research to develop work-ready graduates and lifelong learners.	<i>‘Best practice’ focus to contribute toward a Category 1 Culture of Excellence.</i>	<ul style="list-style-type: none"> • <i>Simplify key recruitment processes, document and have clarity of ownership. Create summary document by March 2019.</i> • <i>Design and embed metrics to measure success in recruitment – by June 2019.</i>
Engaged and inspired staff, equipped with the capabilities to support and deliver best learning.	<i>Focus on inclusiveness and wellbeing while supporting staff to build capability with a focus on the core business of learning, teaching and applied research.</i>	<ul style="list-style-type: none"> • <i>Feasibility and then design and roll out of referral programme by Nov 2019.</i> • <i>Create recruitment and selection course content and roll out using a pilot – by May 2019.</i> • <i>Develop onboarding approach – by April 2019.</i>
A financially sustainable business to invest in the future.	<i>Develop an enterprising mind-set and ensure compliance against process.</i>	<ul style="list-style-type: none"> • <i>Create quarterly report of our compliance processes and procedures with recommendations and action plan.</i> • <i>Automate offer process for all hires – by April 2019 (for Casuals) and by July 2019 (for permanent and FTC staff. Alternatively have all agreements docu-signed.</i>