

# Communications Team Action Plan 2019

## Key Actions to Achieve Priorities

Unitec Priority	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)	Communicate Unitec's values and priorities and drive community engagement.	<ul style="list-style-type: none"> <li>Expand event and communications support and management to all teams engaging with our students and communities</li> <li>Creation of events planning portal (Q2)</li> <li>Creation of Unitec-wide events calendar (Q2)</li> <li>Support delivery of Māori Success Strategy to ensure full staff engagement (Q2/3)</li> </ul>
Quality learning, teaching and applied research to develop work-ready graduates and lifelong learners	Capture and amplify excellence and promote best practice.	<ul style="list-style-type: none"> <li>Increase engagement with staff to promote sharing of positive stories (attendance of team meetings, HoS briefings)</li> <li>Increase publication of staff and student success stories to all stakeholders by 25%</li> </ul>
Engaged and inspired staff, equipped with the capabilities to support and deliver best learning	Provide timely relevant and accessible info to educate, unite and inspire our people.	<ul style="list-style-type: none"> <li>Increase attendance by 10% for 3x all-staff engagement events (Q1, Q2, Q4)</li> <li>Delivery of Renewal Strategy action points through communication materials, events and workshops (ongoing)</li> <li>Provide RoVE development updates and opportunities for engagement (Q2+)</li> <li>Design and implement new Nest homepage to support increased engagement (Q3)</li> <li>Partner with departments to support staff and organisational initiatives (Code of Conduct, process changes, professional development, academic structure change)</li> </ul>
A financially sustainable business to invest in the future	Promote and embody enterprising, accountable, transparent business practices.	<ul style="list-style-type: none"> <li>Manage costs in line with budget</li> <li>Deliver institute quarterly budget and S1/S2 enrolment updates to all staff</li> </ul>