

# Learning & Development Team Action Plan 2021

Unitec Priority	People & Safety Team Priority	Action and Timing
<b>Improve the success of all learners, achieving parity for Māori, Pacific and under 25s by 2022, enhancing international learner success and serving the educational needs of Tāmaki Makaurau</b>	Build strong partnering relationships across Unitec and Tāmaki Makaurau with a focus on learners and staff needs.	<ul style="list-style-type: none"> <li>Partnering to support <b>Priority Group Success Strategies</b>, and embed and enhance <b>I See Me Initiatives – (ongoing)</b> including: <ul style="list-style-type: none"> <li>Support administration, evaluation &amp; reporting of parity badges</li> <li>Partner to design <b>(by Q2)</b>, implement, track &amp; report on Student Codes of Practice requirements</li> </ul> </li> <li>Collaborate with MIT to share best practice and ensure alignment with a <b>Tāmaki Makaurau approach</b>, and leverage Te Pūkenga opportunities as appropriate</li> <li>Proactively model partnership within &amp; beyond People &amp; Safety</li> </ul>
<b>Provide high quality learning, teaching and applied research to develop work-ready lifelong learners</b>	Best practice delivery to contribute toward a culture of excellence.	<ul style="list-style-type: none"> <li>Partnering to embed &amp; enhance a <b>whole-of-organisation approach to micro-credentialing (ongoing)</b></li> <li><b>Continuous improvement</b> of people processes, systems and resources <b>(ongoing)</b> with a focus on consistency, alignment &amp; best practice; make it easy for people to do the right thing <ul style="list-style-type: none"> <li>L&amp;D and Performance Partnering processes &amp; resources</li> <li>Competency frameworks – continue to embed in people practices</li> <li>Managers Toolkit – review, update and build out processes as required</li> </ul> <b>(Review/update all modules for currency &amp; build Finance staff expense module by June)</b> </li> </ul>
<b>Engage and inspire staff so they are proud to work at Unitec and are equipped with the capabilities to support quality learning</b>	Engage and inspire staff so they are proud to work at Unitec and are equipped with the capability to support quality learning.	<ul style="list-style-type: none"> <li>Continue to <b>embed a whole of organisation approach to Professional Development (ongoing)</b> – facilitate partnering to support &amp; enable organisation-wide engagement; expand and improve accessibility of development offerings across the 70/20/10 spectrum</li> <li>Design and implement a framework and process for assessing and developing <b>Digital Competency (Design framework &amp; roll out assessment by mid 2021, ongoing implementation to follow)</b></li> <li>Embed and enhance <b>Code of Conduct &amp; Speak Up processes</b> – partner with HR Business Partners to roll out speak up workshops for staff <b>(ongoing throughout 2021)</b></li> <li>Partner with the D&amp;I Rōpū and external partners to increase the visibility of <b>D&amp;I initiatives</b> and to progress the <b>implementation of the D&amp;I Strategy (ongoing as per D&amp;I Action Plan)</b></li> <li>Partner to review &amp; redesign end-to-end <b>Induction/Orientation processes</b> with a focus on diversity &amp; inclusion and welcoming new staff into the Unitec kaupapa <b>(throughout 2021)</b></li> <li>Partner with HR &amp; key stakeholders to support and enable <b>Project Engage &amp; Inspire</b> (Employer Brand etc) from a L&amp;D/D&amp;I perspective <b>(throughout 2021)</b></li> <li>Partner with HR Business Partners &amp; others to <b>develop manager capability (ongoing)</b></li> <li><b>Respond to emerging culture and capability needs</b> of the organisation through partnering to design and implement new processes &amp; resources <b>(ongoing)</b> eg. Cybersecurity/Data Protection resource</li> </ul>
<b>Build a financially sustainable organisation to invest in the future with an annual operating surplus</b>	Develop an enterprising mind-set of financial sustainability, looking for opportunities constantly.	<ul style="list-style-type: none"> <li><b>Identify and leverage opportunities to increase efficiencies (ongoing)</b> <ul style="list-style-type: none"> <li>Automate compliance requirements</li> <li>Data/reporting to drive compliance, improve quality and visibility of data &amp; inform more targeted culture and capability initiatives</li> </ul> </li> </ul>