

HR SERVICES Team Action Plan 2022

Unitec Priority	Team Priority	Action and Timing
Improve the success of all learners, achieving parity for Māori, Pacific and under 25s by 2024, enhancing the success of International learners and Disabled learners, and serving the educational needs of Tāmaki Makaurau	Build strong partnering relationships across Unitec and Tāmaki Makaurau with a focus on learners' and staff needs.	<ul style="list-style-type: none"> • Participate and undertake Te Noho Kotahitanga workshop and/or agreed alternatives to embed our values into daily practice – all 2022 badging requirements completed • Partner with Health & Safety / Payroll / Sustainability / Wellbeing and other key stakeholders to ensure that a collaborative approach is taken with aligned approaches and initiatives • Contribute to Te Pūkenga strategy initiatives as appropriate
Provide high quality learning, teaching and applied research to develop work-ready lifelong learners	Apply best practice HR to support our staff across the organisation.	<ul style="list-style-type: none"> • Launch HR Services mini Dashboard to the People and Culture team and ensure ongoing maintenance is completed as required • Process improvement – Identify areas and streamline processes for efficiency • Update and ensure ongoing maintenance of HR Services process guides
Engage and inspire staff so they are proud to work at Unitec and are equipped with the capabilities to support quality learning	Support and contribute to providing staff with quality development opportunities to increase staff engagement and staff readiness for transition to Te Pūkenga	<ul style="list-style-type: none"> • Partner with HRBP's / Recruitment / L&D to support the success of People Workshops throughout 2022. This will include co-facilitation of workshops as per Nest schedule (People Management Workshops) • Actively partner and engage with all People and Culture teams to support and contribute to Change Readiness priorities for Te Pūkenga • Self-manage maintenance of physical and mental wellbeing including recognising individual work life balance needs • Build new and existing relationships within the People team
Build a financially sustainable organisation to invest in the future with an annual operating surplus	Support and collaborate with areas of the business to work effectively/efficiently to create space in our capacity	<ul style="list-style-type: none"> • Prioritise activities to realign with business needs – create space in our capacity • Exposure to different parts of the business to enhance understanding e.g. shadowing, sitting in • Ensure we are working as effectively and efficiently as we can e.g. email expectations, short and impactful meetings, flexible working arrangements