

International Environmental Weed Foundation Employment Policy (1 July 2007)

Being a not-for-profit environmental organisation all roles within the organisation will be filled, where possible by volunteers. If volunteers are not available casuals may be employed at a rate commiserate with their skills. As there is no specific award which covers the activities of IEWF we will follow the guidelines as detailed in the Office of Industrial Relations Guidelines for:

NATIONAL TRUST OF AUSTRALIA (NSW) BUSH REGENERATORS AWARD, THE
Award Code: 1748 SERIAL C2765

IEWF employment will be as teacher/trainer or the equivalent to a bush regenerator therefore this award is most appropriate.

Casual administrative roles will be covered under

CLERICAL AND ADMINISTRATIVE EMPLOYEES (STATE) AWARD
Award Code: 135 SERIAL C4375

For grant projects casuals or contractors may be employed if there is specific funding for their role within the grant and the rates paid will be as detailed within the grant.

All IEWF employees/volunteers will be educated in and abide by the IEWF *Policy for Protecting Children and Young People* and will be asked to complete a ***Prohibited Employment Declaration***.

Each prospective new employees will be given a letter of offer which they will counter-sign, if they agree to the conditions and terms offered, as an acceptance of their employment.