

John Favaloro

From: Lynn Bailey
Sent: Thursday, 24 June 2021 3:46 PM
To: Green Hills - All Staff
Cc: Stephanie Elliott; Sarah Ramsey
Subject: New roster for The Lodge will be released on 7th July 2021

Hi everyone

I would like to express my thanks to each and every one of you as together, we navigate this season of change at Green Hills.

As I've mentioned, we are committed to providing high quality care and services to the community in Maitland and each of the activities we undertake at this time position us to do so.

I appreciate the time you've taken to meet with the Human Resources members of our People & Culture team over the past few weeks. We now know your preferences and we are preparing the new roster for The Lodge, which will be released on 7th July 2021 and will commence on 2nd August 2021.

There are several factors we are considering while preparing the new roster. These include, in no particular order:

- **Experience, capability and education.** In The Lodge there will be an increase of high care residents who have complex needs. A particular set of skills and capabilities are required to care for residents with these needs.
- **Previously expressed desire to work with high care residents who have complex needs.** A staff interest and desire are extremely important when working with high care residents. It is essential for the wellbeing of both the staff member and the resident.
- **Classification of staff.** Due to the change in resident needs, the type of roles needed, and the ratio of different roles may be altered.
- **Preference.** We will do our best to accommodate staff preferences whenever possible, however as you know there will be limited jobs available in The Lodge.
- **Flexibility.** Both flexibility and availability will be considered to ensure shifts can be covered when employees are on leave.

If you are not nominated to work on the new roster, you will be contacted on the week of the roster release to discuss your next steps. This may include details of potential redundancy (if applicable), time estimate on the details of potential redundancy (if not available the day of your discussion) and any support and assistance available to you in securing employment externally. Thank you so much for your patience and understanding during this process and know that you are highly valued as an employee.

We will continue to update you regarding the exact timeframes. In the meantime, if you have any queries, please reach out to our People & Culture team (hr@freshhopecare.org.au or (02) 8573 6003), or feel free to chat to me when I am on site between 7th to 9th July 2021.

Kind regards

Lynn

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Executive General Manager



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