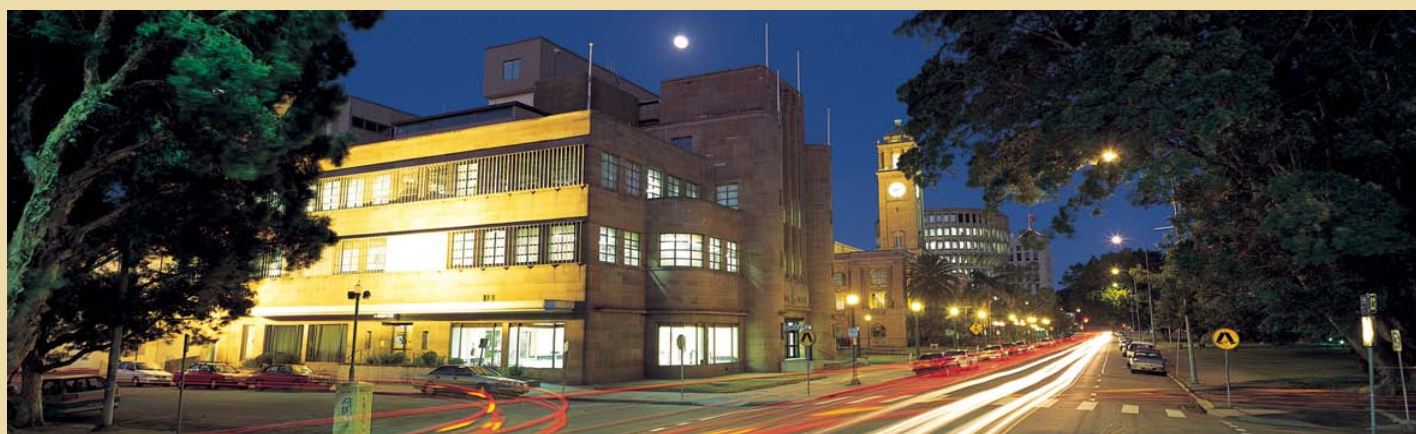




THE UNIVERSITY OF
NEWCASTLE
AUSTRALIA

FUTURE STAFF INFORMATION BOOKLET

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Living in Newcastle



The surf is great, the pace is relaxed and there's plenty to do when you're not working.

Newcastle offers all of the usual city comforts- including great restaurants, cafes, parks and gardens, sporting clubs and facilities, theatres, art galleries and shopping centres. For a capital city vibe Sydney is a mere two hours drive away. There are plenty of great beaches and the Hunter Valley wine region is just on our doorstep.

Our Newcastle campus is one of the most naturally beautiful campuses in Australia. Located on 140 hectares of natural bushland, it is close to the city, yet provides peaceful surrounds. University House, located in the city centre, is home to the University's Conservatorium of Music and the University of Newcastle Legal Centre.

About the Newcastle Region

Newcastle, the sixth largest Australian city, and its surrounding regions offer a vast array of experiences, from the beauty of Lake Macquarie to hot-air ballooning over the Hunter Valley vineyards. The region also offers the benefits of excellent shopping, first class education, public and private health services, a buoyant arts culture, vigorous sporting life and cosmopolitan dining. It is a city of Victorian mansions and villas, a magnificent cathedral, several historic military barracks, a fort, a court house, and other imposing public buildings, museums and art galleries.

Housing options include ocean, lake and bay water frontages, bush retreats, rural acreages, suburban dreams, inner city terraces and city/ waterfront apartments.

Education

The University of Newcastle is renowned for its medical, engineering and architecture disciplines. It has a student population of over 26,000, including students from more than 100 countries studying both on and off-shore in business, engineering, medicine, nursing, science, teaching and technology.

The Hunter Institute of Technology (TAFE) offers over 500 courses and annual enrolments totalling 50,000.

There are also a vast array of public and private schools in the Newcastle region including four grammar schools. Tocal Agricultural College, near Maitland, offers agri-business related courses.

Climate

Newcastle has a mild, temperate climate all year round. Daytime temperatures average from 17°C in winter to 27°C in summer.

Arts

Fine collections are housed in art galleries across the region including Newcastle, Lake Macquarie and Maitland as well as more intimate galleries such as Watt Space Gallery and John Paynter Gallery in Newcastle.

The Civic Theatre is one of Australia's great historic theatres and hosts a wide range of concerts, musicals, plays, dance and other events.

The Conservatorium of Music in Newcastle's CBD hosts musical recitals and is home to the famous Stuart Piano (concert grand pianos built from the ground up by Stuart and Sons in the Hunter).



The Newcastle Entertainment Centre accommodates international concerts, exhibitions and conventions and can hold more than 6000 patrons.

A number of wineries in the Hunter Valley also host international acts so you enjoy a beverage while watching world class entertainment.

Sport

Surfing is a high participation sport in the Hunter because of the great selection of pristine surfing beaches. Sailing, sailboarding, canoeing and waterskiing on Lake Macquarie and Port Stephens are also popular pastimes.

The Newcastle Knights in the National Rugby League and the Newcastle Jets in the National Soccer are popular with young and old alike.

Excellent and numerous sporting facilities exist in the Hunter including Glendale Sports and Athletics Centre and the University's Forum Sports and Aquatic Centre. There is also an enormous range of uncrowded golf, tennis, swimming, bowls and other sporting facilities.

Shopping

Major shopping centres are located throughout the region with some open 24 hours / 7 days a week.

Main streets, such as Darby St Newcastle, offer alfresco dining and boutique shopping.

Waterways

One of the major attractions of the Newcastle region is its magnificent beaches.

These beaches are complemented by Lake Macquarie - the largest saltwater lake in Australia (twice the size of Sydney Harbour with a foreshore of 174 kilometres), the Hunter River which flows from the Upper Hunter region, and the beautiful blue bays of Port Stephens.

Residents and visitors indulge in many water sports including dolphin and whale watching, sailing, waterskiing, surfing, fishing and swimming.

Health

The John Hunter Hospital, one of Australia's leading teaching hospitals, is the hub of health services in the region and is only a 10-minute drive from the University's Callaghan campus.

Hunter New England operates 42 public hospitals and health facilities.

The Calvary Mater Hospital is a two-minute drive from the University campus and there are many private hospitals in the region.

Café society

Darby Street in Cooks Hill and Beaumont Street in Hamilton are renowned for their cafes and boutique shopping.

The wine-making areas of Pokolbin and Broke offer resort style accommodation, bed and breakfast accommodation, restaurants and cafes to enhance its natural resources.

All of the region's waterfront areas attract relaxed and stylish restaurants and cafes.



Parks

Blackbutt Reserve, just 15 minutes from Newcastle's CBD, showcases native flora and fauna in vast unspoilt bushland. Koala Encounters are held every day at 2:00pm.

Parts of the Barrington Tops National Park are world heritage listed. Activities include bush-walking, eco-tourism facilities and white-water rafting.

The forested mountain range called The Watagans separates the Hunter River catchment, and the Tuggerah Lakes system. About 45 minutes drive from Newcastle, there are great camping grounds and bushwalking trails.

Heritage

Newcastle is considered to be one of the most intact Victorian-era cities in Australia. It has beautifully preserved heritage buildings, both commercial and private residences, mostly in the inner city.



Employment Choice

As a centre for health, tourism, education, environmental services, manufacturing, retail, mining, information technology, call centres, finance and insurance, the Hunter offers real employment choice.

Further Information

For information on the Newcastle region visit:

Newcastle City Council- www.ncc.nsw.gov.au

Lake Macquarie Council- www.lakemac.com.au

Port Stephens Council- www.portstephens.local-e.nsw.gov.au

Maitland Council- www.maitland.nsw.gov.au

Living on the Central Coast



Our Central Coast campus at Ourimbah is less than an hour's drive from northern Sydney and less than 15 minutes from beaches and bushland. The Central Coast offers outstanding natural beauty and pristine beaches with loads of outdoor activities to keep you busy when you're not at work.

Central Coast is a campus shared by the University of Newcastle, TAFE NSW- Hunter Institute, and the Central Coast Community College, along with local businesses.

About the Central Coast Region

The region is within 80 kilometres of Sydney and Newcastle and is only 90min by road or rail from both city centres. With the Wyong shire, the City of Gosford forms the region known as the Central Coast of New South Wales. The major population area is the Narara Valley in which Gosford is situated. The other main areas are the Woy Woy Peninsula, Terrigal, Erina, Kariong and Kincumber. Many small villages are scattered along the coastal strip between Forrester's Beach and the Bouddi Peninsula, as well as surrounding Brisbane Water and in the mountain districts west of the city. The Central Coast region has a population of 298,000.

Waterways

The outstanding natural beauty of the district and close proximity to major cities has made this area one of the most attractive living and recreation areas on the east coast of Australia. There are many popular surfing beaches plus areas for fishing, sailing and other water pursuits. The beaches, lakes and rivers are bordered by a hinterland of national parks and forests and the region supports a thriving tourism industry.

Shopping

There are seaside boutiques, antique and country style furniture stores as well as large shopping centres and factory outlets.

Café society

Dining out on the Central Coast offers a choice of international cuisines and culinary delights. Restaurants take pride in serving fresh food of the highest standard.

There are dining experiences to suit every occasion from casual bistros, chic sidewalk and alfresco cafes to elegant award-winning fine dining.



Agriculture

The agricultural sector is prosperous and the region has been able to attract a number of leading food manufacturers, who have not only helped to create employment but have also worked closely with the University of Newcastle in its food technology research.

National Parks and Recreation Areas

- Brisbane Water National Park - Bordering the Hawkesbury River, 40 kilometres north of Sydney's city centre, Brisbane Water National Park conserves 12,000 hectares of rugged sandstone country. It's a great place to see wildflowers and Aboriginal engravings or for bushwalking, bird watching and sightseeing.
- Munmorah State Recreation Area - 40 kilometres north of Gosford, Munmorah State Recreation Area offers opportunities for surfing, fishing, picnicking, camping, bushwalking and geological study. It's a great place to see wildflowers and magnificent ocean views.
- Bouddi National Park - On the northern entrance to Broken Bay, 20 kilometres southeast of Gosford, Bouddi National Park offers opportunities for walking, swimming, fishing, snorkelling, picnicking, camping and observing wildlife.
- Wyrabalong National Park - Divided into two sections by The Entrance township, Wyrabalong National Park conserves the last significant littoral rainforest on the Central Coast. You can bushwalk, swim, picnic and observe wildlife.
- Yengo National Park and Parr State Recreation Area - A wild expanse of bushland between Wiseman's Ferry and the Hunter Valley, Yengo National Park mainly conserves rugged sandstone country stretching along the foot of the Great Dividing Range.
- Dharug National Park preserves a rugged sandstone landscape on the northern Bank of the Hawkesbury River, 44 kilometres from the centre of Sydney. You can camp, go bushwalking and bike riding or visit the spectacular convict-built Old Great North Road.



Further Information

For information on the Central Coast region visit:

Central Coast Tourism - www.cctourism.com.au
Gosford City Council - www.gosford.nsw.gov.au
Wyong Shire Council - www.wyong.nsw.gov.au

Living in Port Macquarie



Glorious bays and beaches, intricate inland waterways, rainforest and rolling hinterland, are just some of the attractions at Port Macquarie. With a beautiful climate all-year round, there is always something to do here.

The Port Macquarie campus of TAFE NSW- North Coast Institute is a multi-sector campus offering both University and TAFE programs. The campus is close to the city centre, shops, cafes, bars and great surfing beaches.

Port Macquarie is three hours drive north of Newcastle.

About the Port Macquarie Region

Greater Port Macquarie is located midway between Sydney and Brisbane on the North Coast of NSW. It is only 260 km north of Newcastle, 420 km from Sydney and 510 km from Brisbane. The total area of Port Macquarie is 3,739sqkms with a coastline of 84kms. The topography of the area is very diverse ranging from sand dunes, coastal wetlands, flood plains and mountain regions. Other major towns include Wauchope, Laurieton, North Haven, Dunbogan, Kendall, Kew, Bonny Hills and Lake Cathie.

Climate

Temperature range is 7-27°C. The area enjoys one of the best climates in Australia, with the maximum daytime temperature not going above 30°C or below 15°C.

Sport and activities

There is lots to do in Port Macquarie. From golf, surfing, tennis and beach-walking to yoga horse-riding, sky diving and rock climbing there is never a shortage of activities to get involved in. You could also visit one of the many water-front cafes or bars to while away your weekend.

Wine-making

The Greater Port Macquarie area enjoys a temperate maritime climate ideally suited to growing grapes for the production of premium table wines. Grape varieties harvested in the area include chardonnay, semillon, sauvignon blanc, verdelho, cabernet sauvignon, merlot and pinot noir.

Heritage

The European settlement of Port Macquarie was established in 1821, three years after John Oxley reached the region by trekking down the Hastings River from the New England area. It is one of the oldest penal settlements outside of Sydney and Newcastle. Many early structures still stand today, along with a range of museums and interpretive centres, ideally suited to the history buff.

Galleries and Art

Awarded the prestigious NSW 4th City of the Arts, the region abounds with talented artists in all genres and almost 100 arts and cultural groups, creating a rich cultural diversity and offering a wide range of regular performances, exhibitions and activities throughout the year for all.

Further Information

For more detailed information visit:

www.portmacquarieinfo.com.au

www.hastings.nsw.gov.au

Work/Life Balance



The University offers its staff a wide and impressive range of conditions and entitlements to ensure a healthy work/life balance. Here is a short summary of some of our great benefits:

Holidays

<i>Annual Leave</i>	4 weeks each year (plus 17.5% leave loading paid in December)
<i>University Holidays</i>	4 days each year (3 days at Christmas and 1 day at Easter)
<i>Public Holidays</i>	10 days each year (approximately)

Hours of Work

Hours of work for most full-time general staff are 35 hours per week - 7 hours per day, Monday to Friday.

Flexible Working Arrangements

- **Flextime** allows you to vary your starting, lunch break and finishing times, subject to the requirements of your area. It involves working an average of 35 hours per week (general staff) within a defined 4-week period with the opportunity to take one day off every month.
- **Job sharing** involves sharing a position with another staff member to allow both of you to work part-time.
- **Alternative Working Arrangements** - the high level of flexible working arrangements at the University means that alternative working rosters can be arranged that suit yourself, your supervisor, and your work colleagues, for example 9 day fortnights.

Parental Leave

- **Primary carer leave** - 26 weeks leave on full pay (eligible to men and women employed for more than 12 months caring for a newborn or adopted child). This can also be taken as 52 weeks at half-pay.
- **Partner leave** - 2 weeks paid leave for the partners of primary carers.

Other Leave

- **Personal Leave** - 5 weeks paid leave every 12 months (includes sick leave, carer's leave, bereavement leave, cultural leave, unforeseen emergency, compassionate needs and moving day)
- **Long Service Leave** - 3 months leave at full pay after 10 years service (this can also be taken as 6 months leave on half pay or 1.5 months on double pay).
- **Sabbatical** (known as Special Studies Program) - academic staff are eligible to apply for six months leave on full pay every three years.
- **Study Leave** - 35 hours per semester or trimester for a program of study relevant to your employment and of benefit to the University

Child-Care Centres

There are three child-care centres located at the University's Callaghan campus in Newcastle and one centre located at our Ourimbah campus on the Central Coast. <http://www.newcastle.edu.au/service/childcare/>

2009 Employer of Choice for Women

The University of Newcastle is proud to be an Employer of Choice for Women. To be included on the list of employers named by the Equal Opportunity for Women Agency (EOWA), we were measured against a set of stringent criteria to assess our efforts to create a fair workplace and achieve genuine results for women. Further information can be found at the EOWA website at:

www.eowa.gov.au/EOWA_Employer_of_Choice_for_Women/2009/Media_Page.asp

Money Matters



Salary

- [Academic Staff Salary Rates](#)
- [General Staff Salary Rates](#)
- [Teachers Salary Rates](#)

Salary Increments

The University offers annual pay increases on the anniversary of your starting date until you reach the maximum of your particular HEW or Academic level. The amount of your annual increment is listed in the above salary schedules.

Superannuation

A very generous 17% employer superannuation contribution is paid to most continuing and fixed-term staff on contracts over one year.

Salary Packaging

Laptops, cars, childcare, parking, mobile phones ... these are just some of the items that you can salary package. Visit our Salary Packaging website for more information:

<http://www.newcastle.edu.au/service/salary-packaging/>

Annual Leave Loading

This loading is paid to you in December every year at 17.5% of 4 weeks ordinary pay. It is paid pro-rata for your first year of service. A very handy Christmas bonus!

Car Parking

Staff have designated car parking areas on campus and pay only \$13.46 per fortnight to park at the Callaghan campus (it's even cheaper if you salary package your parking). Parking is free on the Ourimbah and Port Macquarie campuses.

Banking Discounts

The Commonwealth Bank at Callaghan campus offers University staff a wide range of benefits such as home loans discounted by 0.50% on the standard variable rate. Call 4968 1186 for further information and terms and conditions.

The Newcastle Permanent, also located at Callaghan campus, offers a wide range of competitive banking products for staff and students. Call 131987

Computer Discount Schemes

A number of the University's partner vendors have discounts available to staff and students for computer hardware. Visit www.newcastle.edu.au/unit/it/discount/hardware.html for more information.

Health and Wellbeing



Corporate Wellness Program

The University offers staff lots of great ways to keep healthy and fit. Every year, in conjunction with Newcastle University Sport, we hold a Staff Health and Wellness Expo where you can participate in a range of activities such as lung capacity checks, blood pressure checks or you could opt for a free massage. The Wellness Program also offers staff annual Healthy Heart Checks and Walking Challenges

Fitness Passport

For only \$6.70 per week single membership or \$10.90 family membership you can access more than 25 gyms and pools around the Hunter and Central Coast regions. For more information visit www.newcastle.edu.au/unit/hrs/wellbeing/fitnesspassport.html

Forum Sports and Aquatic Centre

Located at Callaghan campus, the Centre offers group fitness classes, gym facilities, personal training, a cycle zone, 50m indoor Olympic swimming pool, basketball courts, volleyball courts, climbing wall and much more.

Employee Assistance Program (EAP)

Unlimited access to a free and confidential EAP counselling service will be available to you and your immediate family, if required.

Health Service

A health service clinic is located at Callaghan and Ourimbah campuses for the convenience of staff and students. The clinic bulk bills, ie no cost to the patient.

Dentist

A dental surgery is located at Callaghan campus that offers discounts for staff and students. Contact 4968 0644 to make an appointment.

The University Oral Health clinic is a training facility for dental hygienists at our Ourimbah campus. The clinic is fully accredited and students work under the close supervision of qualified dentists and hygienists. Staff pay a one-off payment of \$40 that covers all visits and procedures. Contact 4348 4164 to make an appointment.

Free Annual Flu Vaccination

The University offers all staff a free influenza vaccination every year.

Training and Development



Training and Development Calendar

A wide range of courses and workshops are offered in areas such as Leadership & Supervision, IT, Teaching & Learning, Workplace Skills and Research. To see the full range of courses available to staff visit:

[https://hronline.newcastle.edu.au/pls/wssprod/UONW012\\$VLB.QueryList](https://hronline.newcastle.edu.au/pls/wssprod/UONW012$VLB.QueryList)

Reimbursement of Study fees and Study Leave

Staff are able to apply for study leave, examination leave and reimbursement of fees for a program of study relevant to employment and of benefit to the University. The rate of reimbursement is 50% of the individual tuition course fees.

Women@UoN

Women@UoN is a professional development program for female staff of the University. It is an integral part of our overall equity strategy aimed at supporting women to achieve promotion and prepare for leadership roles. Included in Women@UoN is the Academic Women in Leadership Program. Visit

<http://www.newcastle.edu.au/service/women-at-uon/> for more information.

Researcher Program

REfocus@UoN was introduced in 2009 and is dedicated to the development and support of researchers at the University of Newcastle. The program aims to develop the strategic researcher by supporting excellence, innovation and cooperation in the career lifecycle - from Early Career Researcher to internationally respected expert. www.newcastle.edu.au/research/Refocus/

Research Support Schemes

The University offers a range of research support schemes to foster and encourage researchers to the point where they can become competitive for external research funding, such as Early Career Researcher Grants. All the information can be found at:

www.newcastle.edu.au/service/grants-and-contracts/internal-grants/

Leadership Programs

Leadership development programs are available for Heads of Schools, HEW 7-9s and HEW 5-6s are available. These programs aim to skill staff for leadership roles. More information is available from the Organisational Development site at www.newcastle.edu.au/service/organisational-development/