

National Emergency Management Agency (NEMA)

2023 APS Employee Census Action Plan

NEMA uses our APS Employee Census data to gain insights into the workforce, and is committed to taking action to improve on the work environment and experience for all. Through consultation with staff and senior leaders, NEMA has identified three key priority action areas over the next 12 months.

Areas we celebrate - *Employee Engagement and Innovation*

- Our workforce is engaged and strives for success
- Our workforce believes strongly in the purpose and objectives of the agency
- Our workforce believes immediate supervisors care about their health and wellbeing
- Our workforce is committed to continually improving the way we work
- Our workforce is willing to go above and beyond to achieve outcomes

Areas for us to improve - *Wellbeing, Communication & Culture, Leadership*

- Increase availability and communication of our wellbeing policies and support for employees
- Collaboration within Senior Executive Service (SES) cohort, and increasing transparency, regularity and communication avenues between SES and employees
- Opportunity to reduce staff stress level by proactively managing workloads, deadlines and priorities
- Ensuring the workplace is a safe environment where staff are welcomed, supported and developed

Wellbeing

Human Resources will implement a workplace bullying and discrimination prevention policy and procedure

SES and managers will model and enable a healthy work-life balance for their staff

Human Resources will actively promote resources, wellbeing policies and support, psychological safety and culture initiatives through a number of channels including the intranet and staff forums

Human Resources will develop and implement a psychosocial program to support all staff and their wellbeing

Communication & Culture

Human Resources will monitor and review exit interview data to identify themes and tangible actions

SES to increase the frequency of joint updates and all staff meetings to deliver meaningful and timely information to all staff

All staff are encouraged to adopt and implement the NEMA Awards and Recognition Framework to increase employee recognition at all levels of the agency

All Staff will include a performance goal in performance and development agreements specifically relating to the NEMA Values and Behaviours. Promote awareness and utilisation of resources available on the intranet to support effective performance conversations

Human Resources will develop and implement a NEMA Induction Program for all new starters

Leadership

SES participation in an executive leadership development program

SES will complete Mental Health First Aid and Due Diligence training to promote psychological safety and inclusive behaviours

SES will increase the frequency of catch-ups with their teams and filter down information, prioritising and providing transparency

Human Resources will develop a Learning & Development Strategy, focused on both corporate and vocationally-specific skillsets to continue investment in our people capability

