

## **St Vincent de Paul Transition of Services to Achieve Australia**

### Frequently Asked Questions – Employees

#### **What is changing?**

St Vincent de Paul NSW (SVDP) is transitioning the Haberfield and Como centres and services to not-for-profit disability provider, Achieve Australia.

SVDP has made the decision to transition specialised disability services to a provider that shares its values and has a strong record of smooth service transitions.

Achieve will soon run your program and deliver services from Haberfield and Como.

#### **When?**

SVDP's last day of services will be the 30 June 2025.

Achieve will commence services from 1 July 2025.

Pre-transition work runs May–June 2025.

- **May–June 2025** – recruitment, onboarding, individual service reviews, meet-and-greets.
- **July–September 2025** – intensive support, family engagement, training, wellbeing checks.
- **October 2025 onward** – growth and regular progress reviews; full post-transition review June 2026

## **What stays the same?**

You will keep delivering the same services and at the same centre, doing the same activities, with the same participants and no immediate change to the roster.

## **Premises**

Achieve will continue to rent Haberfield and Como sites and retain the assets, tools and material essential for service delivery.

## **Vehicles**

Achieve will acquire two vans used for service delivery from SVDP and supplement these with a van and a pool car as needed from Achieve fleet.

## **Employment**

All current employees will be made redundant by SVDP and offered employment with Achieve at the correct SCHADS award level, where they meet the criteria and expectations of the available positions being offered.

## **Recruitment and induction**

A truncated employee recruitment process inclusive of an information session, simple application, 1-2-1 interview and probity checks, as well as onboarding, induction and training will be provided.

## **Employment terms**

Offers of employment will be made to all employees who meet our required criteria. Offers will be made at the appropriate award rate to align with Achieve's remuneration policy and NDIS pricing - SCHADS Level 2, with the pay point to be determined and based on relevant experience and /or qualification.

## **Personal Leave entitlement**

Achieve will recognise and preserve your personal leave balance.

## **Long Service Leave entitlement**

Where applicable, Achieve will transfer accrued LSL balances.

## **Recruitment & Selection**

Link to the Expression of Interest Form can be found [here](#).

We ask you to complete the form before you book your interview spot.

[Book an interview Haberfield](#)

[Book an interview Como](#)

## **Is there anything that staff should do to prepare for the interview?**

No need to prepare anything in advance. Just bring your true self. Our simple application form will ask you to provide a brief outline of your skills and we will use that as the basis for our conversation during the interview. If you have any questions for us, please bring them with you.

## **How long after the interview we will be notified of the outcome?**

We will aim to notify you as soon as we can however, we would like to go through the interviews first.

The week of 9 June – we will advise everyone on the outcome of our interviews.

## **What will happen to my salary sacrifice balance if I have any?**

Salary packaging is a personal choice, and we strongly encourage you to speak directly with your provider.

**If I choose to take a redeployment option with Vinnies, could I be considered for a casual role with Achieve?**

You can always explore available opportunities with Achieve and we encourage you to look at our career site to explore different opportunities.

**Will there be an opportunity to negotiate my contracted hours?**

We will be working with you to understand the preferences. However, please keep in mind that we may not be able to take action immediately. Our priority is to transition as many staff as possible to ensure continuity of service for clients. A thorough review will follow thereafter, which will provide an opportunity to revisit and discuss your hours.

**Will there be an opportunity to take shifts at other services in addition to MMO or Como?**

As above. There may be an opportunity to take shifts at other services, subject to availability.

**In the future, can I be transferred to different locations?**

Yes you can, subject to available vacancies.

**Will my SCHADS Level Pay Point remain the same, or will I be starting from pay point 1 again?**

Your pay point will be based on your relevant experience and, where applicable, any qualification you hold.

**What does Achieve's development and succession planning look like?**

We have a comprehensive performance development and planning process which begins in July. You will be part of this cycle which includes not only formal performance reviews but also ongoing discussion with your manager to ensure your development needs are supported.

For those with strong growth potential, there are opportunities to step up, take on secondments, and be considered for promotions. We also run Emerging Leaders Program regularly which supports individuals who demonstrate leadership qualities.

In addition, there are numerous opportunities to get involved in cross-functional projects across Achieve, offering valuable learning and professional development experience.

### **Is there any education support provided if I want to study while employed by Achieve?**

We do provide paid study leave for those who wish to pursue further study and development. Therefore, it is important to have ongoing conversations with your manager – not only to explore study options but to ensure you receive the necessary support throughout your learning journey.

### **Salary Packaging Provider**

Achieve's salary packaging provider is AccessPay.

If you are already utilising the salary packaging service, we will seek your permission during your 1-2-1 interviews to share your contact details with AccessPay. This is to ensure the salary packaging component is set up and managed efficiently for you.

### **Incentives**

Achieve will provide sign-on and stay-on incentives in the first year of employment roughly equal to any remuneration difference over one year, so staff are not disadvantaged.

The sign-on and stay-on incentives equivalent to the first year pay gap, in three equal instalments across the first-year employment:

- The sign on bonus will be paid in the first pay cycle with Achieve
- Successive bonus payments will be made after you have worked with Achieve for 6-months and 1 year.
- More details will be discussed with you at our upcoming face-to-face interviews.

### **Start Date**

- Start date with Achieve is aligned with the service start date, 1 July 2025.

**Key retention aim** – keep existing rosters and participant relationships stable during the transition phase.

**Pay during transition** – Achieve's pay cycle aligns with SVDP, so your first pay from Achieve will be for the period 1 July to 13 July, paid on the 16<sup>th</sup> of July 2025.

### **Rosters & continuity**

Existing rosters and participant routines will carry across unchanged for the transition period... After approximately three months we will review requirements and undertake the required roster consultation.

### **Employee engagement:**

Achieve team members will have been onsite to introduce the organisation and answer any questions:

- Haberfield 2:30 pm Friday 16 May
- Como 3:15 pm Monday 19 May

Employees will be invited to set up a 121 meeting with Achieve to get to know us and understand the conditions of employment.

- 1-2-1 meetings will take place week commencing 19 May – week commencing 9 June.

- Offers of employment will be made to employees who meet our employment standards and probity checks from the week commencing the 23rd of June.

## **Governance**

Achieve Australia's Policies, Procedures and governance processes will apply from 1 July 2025.

## **Contact**

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We have set up a dedicated web page for you to view all current information and stay up to date. You can access this via

[https://www.achieveaustralia.org.au/svpd\\_transition\\_employees](https://www.achieveaustralia.org.au/svpd_transition_employees)