



Working at Aspect

Easy English

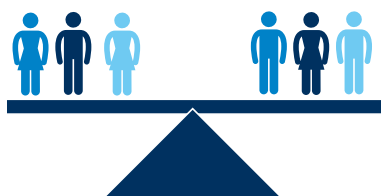
Aspect believes that our staff are the most important part of our organisation. Aspect staff work respectfully with each other in a safe and healthy environment.

Aspect Values



People from all backgrounds, abilities, cultures and genders are equal.

Aspect wants all different people to work with us to make us better.



All staff have the same access to new opportunities, information and rewards.

Aspect treats everyone fairly and equally when they apply for jobs.

Hiring New Staff

Aspect makes sure that the people it hires are the best people for the job.



Aspect looks for new staff who will share the same goals, values and views as Aspect. They must believe that the people we support are at the centre of everything Aspect does.



Aspect staff are professional and hard working. They have the right skills and experience to meet our work standards.



Aspect makes sure it is fair when hiring new staff.



Aspect obeys the law and carries out background and safety checks to keep Aspect's students / participants safe.

Aspect's responsibility to staff



Aspect's new staff are supported in the first 6 months to get to know Aspect and how to do their job well. This time is used for new staff to decide if the job is right for them.

Aspect makes sure it's staff are supported by managers to:

- Get regular support with their work
- Know how to achieve their work goals
- Formally review their work each year
- Express their views on what is important to them at work
- Grow their knowledge and experiences
- Learn new skills in their daily work.



Aspect offers fair pay for staff and supports staff to keep doing a good job.



Aspect makes sure that workplaces are safe for staff.



Aspect follows the laws of each place where Aspect works.



Staff learning

Aspect knows that learning is important and gives staff time off to study.



Aspect teaches staff about how to work so that the person they are working with is at the centre of what they do.



Aspect staff learn about different cultures and how to work with people on the autism spectrum.



Aspect is always improving how it works. Aspect makes sure it is always doing what research says works best.



Aspect Volunteers

Volunteers are very important to Aspect. The work that volunteers do when working with Aspect is appreciated.

This document was adapted from the Working at Aspect Policy that can be found on the Aspect website at www.autismspectrum.org.au.

This document was developed in consultation with a variety of individuals throughout Aspect.

Should you need support to understand Aspect's written information in a language other than English, please call TIS on 131 450 to request an interpreter in your preferred language, and ask for Autism Spectrum Australia (1800 277 328).