

Role Specific Loadings in Higher Education

The salary loading structure for Role Specific Loadings was agreed by DAC in 2005. These loadings were reviewed at DAC on the 18 October 2006.

This document is to be read in conjunction with the *Higher Education Agreed Faculty Academic Structures and Roles, October 2006* paper:
<http://www.swin.edu.au/hed/documents.html>

Part 1 – Amounts

The following roles are described in more details in the *Higher Education Agreed Faculty Academic Structures and Roles, October 2006* paper.

1.1 Deputy Dean – If the successful candidate has a substantive position at D or E they will receive a 20% loading. If C or lower, they will be appointed at level D for the duration of the appointment.

1.2 Associate Dean (Research) – If the successful candidate has a substantive position at D or E they will receive a 10% loading. If C or lower, they will receive a salary loading to equivalent of Level D1 salary. (This loading does not represent an appointment at D1.)

1.3 Head of Academic Group - Salary loading to equivalent of Level D1 salary if staff member less than Academic D. (This loading does not represent an appointment at D1.)

1.4 Associate Dean (International) - \$5000 if staff member less than Academic D.

1.5 Education Development Coordinators - \$5000 if staff member less than Academic D.

1.6 Director Industry Liaison - \$5000 if staff member less than Academic D.

1.7 Deputy Head of Academic Group - \$5000 if staff member less than Academic C.

1.8 Program Coordinator - \$2500 if staff member less than Academic C.

Part 2 - Conditions

2.1 - Individual role specific loadings for staff members should be for a period of not longer than 12 months, or until at such time when they cease undertaking the specific role if it is less than 12 months, except for Deputy Dean role where the loading should apply for the length of the appointment as per the concurrent contract.

2.2 - It is recognised by DAC however that existing arrangements for staff already undertaking one of the roles listed in part 1 can continue.

2.3 - In accordance with University policy, these salary loadings are not superannuable.

2.4 - If a staff member is promoted while in receipt of a loading, the staff member will receive salary maintenance if their new classification, without a loading, is less than their original salary (ie if an Academic C6 with a \$5000 loading (\$80,753 + \$5,000 = \$85,753), acting as EDC for example, was promoted to Academic D1 (\$84,311), they would lose the loading, however their salary would be maintained at \$85,753 until overtaken by EBA or increment increases).

2.5 - Loading amounts will be reviewed every 2 years, following the Academic Promotions rounds (noting that in the unlikely event that the amounts are decreased, the higher amount will be honoured for the length of time as was originally agreed).

2.6 - All staff will retain their role specific loading if they take paid leave from the University other than Long Service Leave.

2.7 - Also, a staff member will receive the loading for the most senior of their roles if they under take more than one role. For example, a staff member undertaking the role of both Deputy Head of Academic Group and Program Coordinator would receive a loading of \$5,000.

2.8 – This document acts as DVC approval (as per clause 15 of the *Salary Loadings – Higher Education Academic Staff* policy) for the role specific loadings as discussed in part 1: <http://ppd.swin.edu.au/humres/SalaryLoadingsHigherEducationAcademicStaff.htm>

2.9 – To initiate the payment of a role specific loading for a staff member, please complete a Request to Vary Employment form:
<http://www.swin.edu.au/corporate/hr/docs/A3.doc>