

**Welcome** to Lifestyle Solutions,

Becoming a member of Lifestyle Solutions means you are joining a team of people committed to making a difference to people lives within our community.

Our employees provide the expertise and talent to deliver the organisations services and support activities. We are committed to providing a work environment that is energised and enriching and continue to review the workplace to ensure that our staff work in an environment that is safe, supportive and rewarding.

At Lifestyle Solutions, we aim to be regarded as an Employer of Choice.

The following benefits are offered to all Lifestyle Solutions employees;

### Supporting Our People

We have a number of policies and programs designed to support and develop our employees including:

- Code of Ethics and Conduct
- Grievance Resolution
- Recruitment and Selection Policy
- Employee Assistance Program
- Performance Management and Development System
- Induction, Safety and other Training
- Equal Employment Opportunity Policy

### Family Friendly

Achieving the right balance between work and personal life in the Human Services Field is often a challenge. Lifestyle Solutions promote and support a healthy work/life balance and respect that family life is vital to most people's health and happiness.

### Salary Packaging

As a not-for-profit organisation, Lifestyle Solutions is recognised by the ATO as a "public benevolent institution" and as such we are afforded concessional Fringe Benefits Tax (FBT) treatment. This means that our *eligible employees* are able to take advantage of Salary Packaging to receive up to \$16,050 of their salary tax-free, thereby increasing your take home pay.

Alternatively, *eligible employees* may elect to have their salary package funds directed onto an ANZ Community Salary Packaging General Expenses Visa Card. This card can be used for purchases and payments where Visa Card is accepted.

### Training and Skills Development

Lifestyle Solutions recognises that staff will seek out additional training and skills development to improve of the work they perform and to further their careers.

Our employees are provided with a range of learning and development activities that are designed to be responsive to both the needs of our staff and the people we support. The training is delivered by qualified employees and external training providers.

Employees are encouraged to participate in training (external and internal) and we support this by offering and promoting;

- Comprehensive Induction Programs with ongoing update training
- On-the-Job "Buddy" Programs
- Professional Development Opportunities
- Study Leave and Conference Attendance

### *Commitment to Health and Safety*

We value all our employees, visitors, suppliers, contractors and subcontractors and others associated with our organisation, so we aim for the highest possible standard in occupational health and safety.

### *Corporate Support*

Lifestyle Solutions has negotiated a range of benefits for staff with some of our corporate partners. The Benefits include the following:

- [National Australia Bank](#) - Lifestyle Solutions employees can gain further discount on a home loan or a personal loan.
- [Newcastle Toyota](#) - Being part of the Lifestyle Solutions also provides great deals on New and Used cars from our connections Newcastle Toyota.
- [Ian Jones Insurance Brokers](#) - offer a discount to Lifestyle Solutions employees on Insurance packages.
- [Warren Fischer, Personal Tax and Planning](#) – are the advisers for Lifestyle Solutions employer fund IOOF Lifetrack Superannuation. They offer all employees access to qualified and experienced financial planners and a range of services to plan your financial security such as;
  - ✓ Financial Planning
  - ✓ Superannuation
  - ✓ Wealth Protection
  - ✓ Investment Reviews
  - ✓ Home and Investment Loans
  - ✓ Newsletters and Regular Updates

### *Employee Assistance Program*

Lifestyle Solutions promotes employees' health and wellbeing by providing employee at all levels with confidential professional counselling services to assist in the identification and resolution of personal and other problems, which may be affecting their work performance. Participation in the Employee Assistance Program (EAP) will not way disadvantage the employee or jeopardise the employee's status, job security or promotional prospects.

The EAP provides a free off-site, independent and confidential counselling service for all Lifestyle Solutions employees. Participation in the EAP can be both within and outside normal working hours.

Confidentiality in regard to users of the service is maintained at all times. Lifestyle Solutions does not receive any information from the EAP provider regarding employees who use the service, only a confirmation that an employee from the organisation has participated in the service.

The costs associated with the service will be met by Lifestyle Solutions.

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Further information regarding [Lifestyle Plus](#)  
please contact our Human Resources Department at [jobs@lifestylesolutions.org.au](mailto:jobs@lifestylesolutions.org.au)