



Making it Work – who can help you?

➤ The following organisations can provide you with further assistance to improve your workplace's productivity

State Services Commission has a range of resources that can help you analyse your workplace. These resources include a research-based behavioural competency model (Lominger) and method for increasing employee engagement (Gallup Q12). (www.ssc.govt.nz, email: peoplecapability@ssc.govt.nz)

Public Service Association The PSA can arrange productivity workshops for members, in association with the Council of Trade Union's Workplace Productivity Education Programme. As well, joint manager/delegate workshops on productivity can be provided. There are also a number of productivity resources on the website. (www.psa.govt.nz Ph: 0508 367 772)

Worksite PaeMahi has the latest information on everything to do with work and training in New Zealand, including health and safety, ACC and employment matters. (www.worksite.govt.nz)

Partnership Resource Centre helps employers and unions to build new positive workplace relationships. The Centre is a base of expertise and resources, aiming to help unions and employers to establish workplace partnerships. These partnerships will help employers and unions to respond to change, build capability and improve performance, worker contribution and the quality of the workplace for employees. (www.dol.govt.nz/services/partnershipresourcecentre, Ph: 04 915 6259)

Work-life balance, flexible work Work-life balance is about effectively managing the juggling act between paid work and other activities that are important to us – including spending time with family, taking part in sport and recreation, volunteering or undertaking further study. If you are looking for ways to introduce and manage work-life balance in your organisation take a look at our resources and case studies. (www.dol.govt.nz/worklife)

Learning State is the State Sector's Industry Training Organisation. Its job is to develop excellent State servants and to make sure the State Sector is an employer of choice for all New Zealanders. (www.learningstate.govt.nz) Other Industry Training Organisations for government and community services include: Careerforce (including elderly care, disability support services), ETITO (including ambulance services), Fire and Rescue Services ITO (including industrial, rural, residential), Local Government ITO (local government), Pharmacy ITO (including community or hospital pharmacy), Te Kaiawhina Ahumahi (including social services, youth work). (Contact details for all the ITOs can be found on the Industry Training Federation's website www.itf.org.nz, Ph: 04 499 8155)

 The Workplace Productivity website (www.workplaceproductivity.govt.nz) has a list of useful online resources for employers and employees.

STATE SERVICES COMMISSION
Te Komihana O Ngā Tari Kāwanatanga



PSA
Te Pūkenga Here Tikanga Mahi

Department of Labour
TE TARI MAHI





The Public Sector Intranet is the easiest and most cost effective way to communicate across all agencies in the New Zealand public sector. (<https://psi.govt.nz>)

Institute of Public Administration New Zealand is a voluntary, non-profit organisation committed to promoting improvements in public policy and in administration and management in the public sector in New Zealand, and to increasing public understanding of the work undertaken in the public sector. (www.ipanz.org.nz)

The Learning Development Centre is the principal delivery organisation for senior leadership management and development in the public sector, delivering the Public Sector Advanced Leadership Programme on behalf of the State Services Commissioner. The Centre provides services directly to chief executives, nominated senior managers, and HR specialists from our member agencies. The Centre's services range from information and advice at both personal and agency level, to diagnostic tools and light and in-depth development experiences. (www.ldc.govt.nz)

SkillNZ is a joint initiative between government and the social partners, Business New Zealand and the New Zealand Council of Trade Unions. The SkillNZ website is for anyone interested in workplace learning. (www.skillnz.org.nz)

Organisations such as **Workbase** run workplace literacy programmes. (www.workbase.org.nz, Ph: 09 361 3800)

Management Focus is an initiative established by a group of leading New Zealand private and public sector organisations. They have a collection of self assessment tools that allow you to assess your current management performance and identify areas that you can improve on. By reading the collection of business case studies you will discover how successful businesses have overcome similar issues and find techniques that you can apply to your own organisation. (www.mangementfocus.org.nz)

The New Zealand Institute of Management is New Zealand's professional body for managers. They set the standards for management education, training and development in New Zealand. (www.nzim.co.nz, Regional phone numbers: Auckland: 0800 800 694, Central: 0800 373 700, Canterbury: 03 379 2302. Invercargill: 03 215 9898, Otago: 03 477 9277)

The Human Resource Institute of New Zealand are the professional organisation for people who are interested or involved in the management and development of human resources. (www.hrinz.org.nz, Ph: 04 499 2966)

Your local or national union The New Zealand Council of Trade Unions' website can help you find a relevant union that works in your sector (www.union.org.nz/findyourunion.html, Ph: 04 385 1334). The CTU also runs the Workplace Productivity Education Programme (WPEP), which offers training and other resources for workers.

The Equal Employment Opportunities Trust provides information and tools on EEO to employers and raises awareness of diversity issues in the workplace. They assist employers to introduce and manage proven EEO thinking and practices, encourage business success by promoting the recruitment and development of people on the basis of merit, and generate awareness of the business benefits and rewards of a versatile and inclusive workplace. (www.eeotrust.org.nz, Ph: 09 525 3023)

The Work Foundation is a UK not-for-profit organisation which exists to campaign for Good Work. On their website you can find public value information and resources. (www.theworkfoundation.com)



ENQUIRIES

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