

## DIRECTIVE 13/16

Supersedes: 01/14

# Minister for Employment and Industrial Relations Directive: Progression Arrangements for Department of Communities, Child Safety and Disability Services Frontline Child Safety and/or Adoption Services Employees

Pursuant to section 52(3) of the *Public Service Act 2008* and section 687(3) of the *Industrial Relations Act 1999*, this Directive prevails over an industrial instrument to the extent of any inconsistency except in circumstances where the industrial instrument provides for conditions in excess of this Directive. Industrial instrument means an award, certified agreement or decision of the Queensland Industrial Relations Commission. This Directive prevails over other Ministerial Directives to the extent of any inconsistency.

### 1. Purpose:

To declare progression arrangements for specified employees of the Department of Communities, Child Safety and Disability Services to facilitate the retention of skilled staff.

### 2. Effective date: 8 January 2016

### 3. Legislative authority:

Section 52(3) and 54(1) of the *Public Service Act 2008* (PSA) and section 687 of the *Industrial Relations Act 1999*.

### 4. Application:

This Directive applies to the following public service officers and temporary employees engaged under section 148(2)(a) of the PSA in the Department of Communities, Child Safety and Disability Services (DCCSDS):

- employees with the job title of Child Safety Officer or Adoption Officer; or
- any other Level 2 employees employed in the professional stream identified by the chief executive of DCCSDS as performing 'frontline work'; and
- who are Level 2 employees employed in the professional stream in receipt of wages from paypoint 4 up to and including paypoint 6.

### 5. Previous references:

Directives 12/08 and 1/14

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### 6. Requirements for Progression

6.1 Eligible employees are entitled to apply for progression to Level 3 of the professional stream.

6.2 The progression of an employee to Level 3 is subject to the employee satisfying progression criteria as detailed in clauses 5.10.2(a)-(d) of the Queensland Public Service Award – State 2012 as well as fulfilling:

- (a) the agency's skills passport requirements; and

(b) the relevant competencies of the role.

6.3 Employees wishing to apply for progression under this Directive must comply with the relevant policies and procedures of DCCSDS.

## 7. Salary payable

7.1 An employee is to be appointed at paypoint 1 of Level 3 of the professional stream if their application for progression is successful.

## 8. Appeal rights

8.1 A promotional appeal is not available in relation to a decision on the promotion of an employee pursuant to a progression scheme.

8.2 If an employee's application for progression from Level 2 to Level 3 of the professional stream is unsuccessful and the employee is aggrieved they may lodge a grievance in accordance with a Directive issued by the Public Service Commission Chief Executive or departmental policy.

8.3 If the employee's grievance is not resolved within a timeframe as specified by the Public Service Commission Chief Executive, the employee may choose whether to accept a negotiated extension of time to resolve the matter or they may lodge a fair treatment appeal in accordance with a Directive issued by the Public Service Commission Chief Executive.

## 9. Definitions

**Frontline work** means work performed in positions whose primary responsibility involves interaction with members of the public to deliver child protection services and/or adoption services.

**Professional stream** has the same meaning accorded to it as in clause 5.3 of the Queensland Public Service Award – State 2012 and is part of the Public Service Classification and Remuneration System.

Superseded  
Directive 05/18