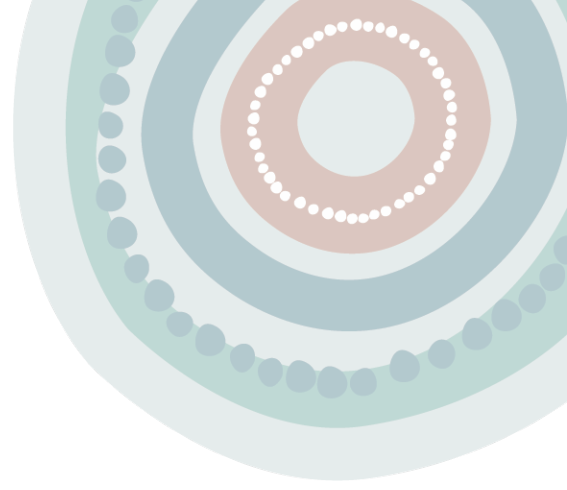




CURIJO



EMPLOYMENT PACKAGE

Purpose

This factsheet summarises information for staff about Curijo's approach to employee remuneration and development.

Introduction

Curijo is a 100% Aboriginal owned and controlled boutique consultancy business who sees itself operating with family values whilst carrying on a business. We celebrate diversity and pride ourselves on creating a work environment where employees enjoy and strive to achieve because they love being a part of this family and achieving results to meet our purpose and vision.

Curijo has many enticing features in our employment package to ensure our employees know they are appreciated and cared for which in turn benefits both parties. As Shawn Achor said, "*Happiness inspires productivity*".

Employee Offerings

The Curijo office is located in the Illawarra as well as many employees who work remotely from home. We offer flexible conditions and understand the work/home life balance. A range of accommodating opportunities are offered, full-time, part-time and casual, based on the individual team needs at the time of recruitment. In the professional services sector, our Employment Contracts are 'Non-award' (unless specified) and adhere to the Fair Work Act conditions. Some differences from award-based contracts include, but is not limited to, Annual Leave Loading which is not payable and

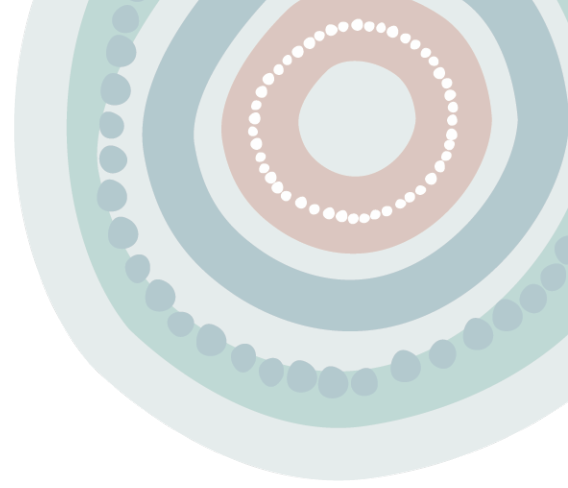
mandatory CPI annual pay increases not being included in our contracts. This is because we pay well over the national minimum wage rates according to skills, experience and knowledge.

Curijo offers competitive rates with a Scaled Responsibility Map to continually encourage employees to engage in further education and professional development, as well as setting goals to continually grow in their field.



At the end of each financial year all employee conditions are reviewed by the Board to assess employees for incentivised rewards and recognition such as bonuses, pay increases and/or educational support in line with the organisation's capacity and each employees growth and goals. Pay increases are not a given, they are performance based, and employees are required to have been employed at Curijo on a permanent part-time or full-time basis for a minimum of 12 months to be eligible.

Employees are the backbone of the organisation and showing gratitude and appreciation to our team on the ground is shown in many ways including Performance Bonuses. During the pay increase assessment at the end of the financial year, employees are assessed for Performance Bonuses, these bonuses are subject to



organisation performance and employee performance, including how one contributes within their own role and to the corporate vision and purpose of Curijo. As with the pay increases, employees are required to have been employed at Curijo on a permanent part-time or full-time basis for a minimum of 12 months to be eligible for bonuses.



We continually support staff to reach higher goals, and should the organisation have the capacity and the employee is driven to reach this goal, Performance Development Plans may be accessed for employees to achieve their personal and professional growth with opportunities for pay increases outside the end of year assessment.

Yearly Performance Appraisals with regular check-ins take place for recognising achievements and strengths, but also providing opportunities for training, support and growth. Coupled with strong team collaboration, support and activities that promotes a culturally safe environment where diversity is celebrated, creates a workplace that provides a sense of purpose.

Curijo has social impact as a priority and always gives back to the community with Sponsorships and Pro bono work and the appreciation and support does not end there.

Employee feedback is essential to maintaining a healthy workplace and building a strong leadership team that employees are fulfilled to work with. Curijo engages with employees through monthly meetings to hear the voices of all Curijo employees. Regular check-ins with line managers also provide a platform to encourage feedback on improvement areas.

Spending quality time with employees and getting them involved in the strategic direction of the organisation builds stronger relationships. The half yearly and annual Staff Retreat allows for team building and planning, employee engagement, Cultural learnings and a little down time.

Whilst Curijo offers fair and flexible working conditions with ample opportunities to grow and develop, there are high expectations of accountability from all employees. Curijo works as a team, and everyone has a role to play, Helen Keller expressed it perfectly - *"Alone we can do so little; together we can do so much."*

