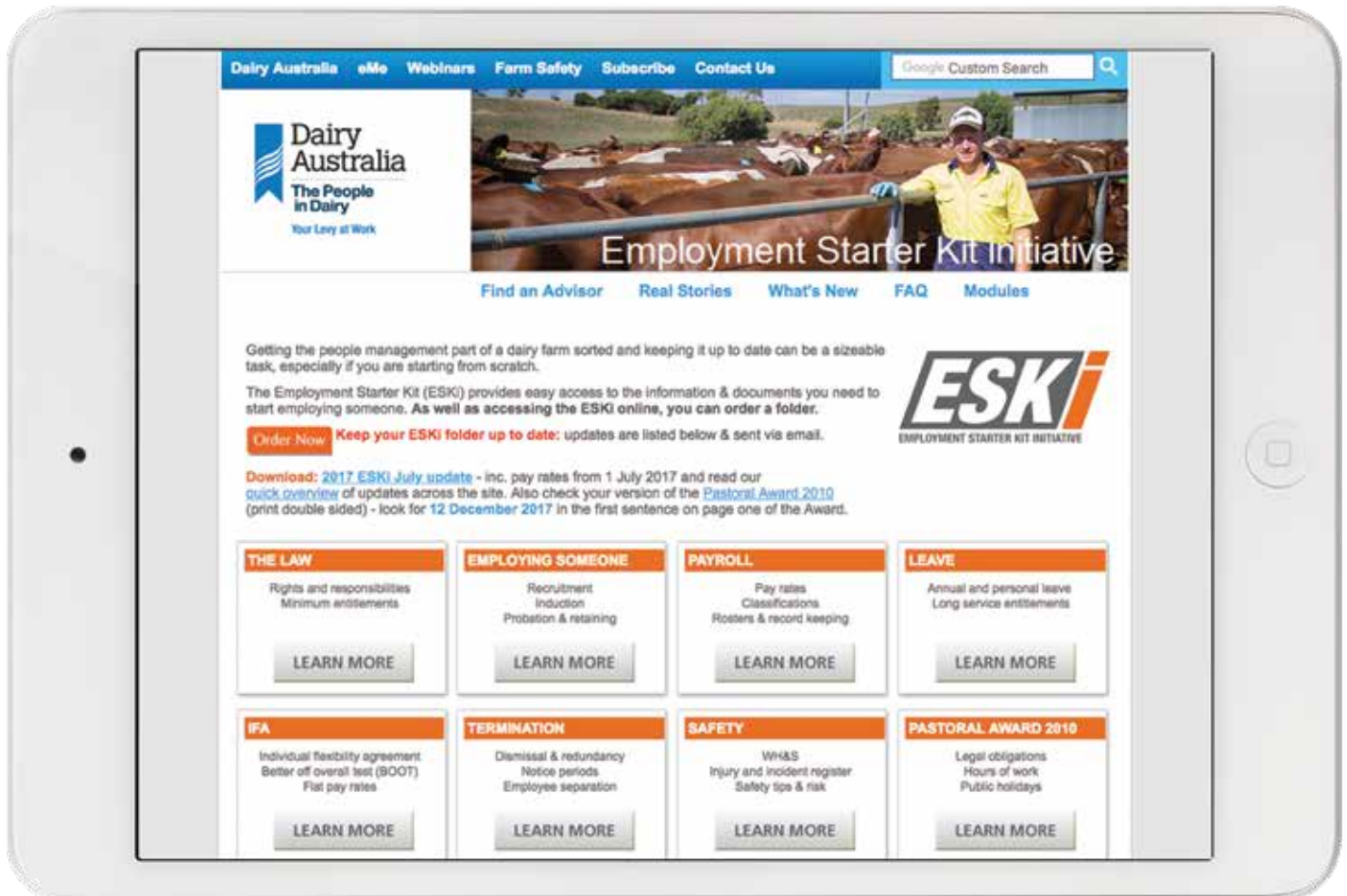


# Unpacking the ESKi and getting 'human resource' management sorted



**The Employment Starter Kit initiative (ESKi) is an easy-to-use resource kit that helps dairy farm employers with the 'human resource' side of their business. It provides dairy farmers and dairy farm advisors with easy access to up-to-date information, templates and documents needed to employ someone.**

The ESKi breaks down legal and employer requirements into key areas in plain English: explaining how to employ someone; recruitment; payroll; leave; Individual Flexibility Agreements (IFAs); termination; safety; and the Pastoral Award.

The ESKi contains practical tips, checklists and templates in one convenient place, which can be easily adapted to suit individual dairy farms. It is available online at the People in Dairy website ([www.dairyaustralia.com.au/farm/people/people-in-dairy](http://www.dairyaustralia.com.au/farm/people/people-in-dairy)) and dairy farmers can also order a folder copy

through the website or through their Subtropical Dairy Extension Co-ordinator.

Subtropical Dairy delivered a number of Unpacking the ESKi/ Employment Basics workshops through late May/ June, with Di Gresham facilitating the sessions. The one-day workshops covered the latest developments in the key areas of employment and staff management to ensure compliance on-farm. Farmers received an ESKi folder at the sessions and were taken through the key templates and processes to employ people on their farm.

ESKi kits are updated at the start of each financial year with an email link sent to all ESKi folder owners. These updates work through key changes in Pay Rates or employment regulations and can be downloaded at <http://www.thepeopleindairy.com.au/eski-landing-page.htm> The 'What's New' link on the ESKi webpage is a great page to bookmark to keep up-to-date with any employment announcements throughout the year. ■■

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