

University of Canterbury Staff Benefits  
*Human Resources*



[www.canterbury.ac.nz](http://www.canterbury.ac.nz)

# A Balanced Life

At UC we offer our staff more than just a job – we offer them an opportunity to be part of a dynamic, world class organisation which provides its staff members with benefits and support throughout their lives and careers. Read on to learn more about the University and what we have to offer you as a staff member.



## Childcare Centres

The University's Early Years Care and Education centre provides high quality, innovative early childhood education right on our doorstep. The centre employs qualified registered teachers with a broad range of skills and experience and offer 20 free hours' Early Childhood Education per week for children aged 3 and 4, which is funded by the Ministry of Education.

## Flexible Working

UC is committed to helping staff achieve a healthy balance between work and the other important aspects of their lives. This means that the implementation of a flexible working alternative may be a practical solution for both you and the University.

Where reasonably practicable, flexible working arrangements may be offered such as:

- Part-time work
- Changes to hours of work
- Leave without pay
- Partial or early retirement
- Reduced responsibilities
- Working from home
- Job sharing

# Learning and Development



## Professional Development Programme for all staff

Our staff development programme ensures that both Academic and General Staff are in a position to contribute to the University's strategic priorities. Professional development is viewed as an investment in an individual for the benefit of both the individual employee and the University.

Plans are shaped in a partnership with Managers/Heads through our Professional Development and Review Process (PD&R).

A range of core learning and development programmes have been established for all staff, including:

- Growing Personal Resilience
- Planning for Retirement (partners can attend at no charge)
- Personal Efficiency Programme
- Tangata Tū Tangata Ora workshop
- Te Reo workshop
- A wide choice of Health & Safety workshops

Various Management and Leadership Development programmes are available for Senior Staff, including:

- Negotiation Skills
- Chairing Effective Meetings
- Coaching
- Delegation Skills
- NZ Women in Leadership Programme

## Specific Professional Development for Academic Staff

A range of core learning and development programmes have been established for academic staff, including:

- Career Planning for the Early Career Academic
- Early Career Academic Staff Mentoring Programme
- Postgraduate Certificate in Tertiary Teaching

UC provides practical advice and services on teaching, assessment, personal and professional development and research with a view to improving student success.

## Study Assistance

UC supports and encourages the personal and professional development of our staff members by offering study assistance provisions for staff. Assistance available to eligible staff may include fee waivers, and reimbursements of tuition fees.

## Awards

The University of Canterbury offers a range of awards for both Academic and General staff to recognise excellence. These include:

- Vice-Chancellor General Staff Development Awards
- Health, Safety and Wellbeing Awards
- UC Teaching Awards
- UC Teaching Medal
- UC Research Medal

## Erskine Programme (for academic staff members of the Faculty of Commerce, Engineering or Science only)

The University of Canterbury is proud of the magnificent bequest left by a former distinguished student John Angus Erskine. This bequest enables some 70 Visiting Erskine Fellowships to be awarded each year for international visitors to give lectures to students in those Departments eligible for access to the Bequest (i.e. Faculties of Commerce, Engineering or Science). The similar Visiting Canterbury Fellowships Programme provides for a small number of visits to the balance of academic Departments. The bequest also funds up to 25 University of Canterbury academics in eligible Departments to travel to overseas institutions on an Erskine Grant.

# Research Facilities

## Research & Innovation

The Research & Innovation unit provides end-to-end services which facilitate and support all stages of research and innovation development, from initial funding through to commercialisation, where appropriate. Furthermore it provides support and assistance to the University's academic staff in their quest for research funding and other support.

The unit is the University's liaison with funding bodies, industry and business, and oversees all contracts relating to research, consultancy and commercialisation. It also includes matters such as:

- Career planning for research
- Advice on grant writing
- Guidance on Performance Based Research Fund (PBRF) matters



## UC Field Stations

The UC Field Stations, situated at the three picturesque locations of Cass, Hari Hari, and Westport were built to provide accommodation and laboratory facilities for University of Canterbury undergraduate field courses, postgraduate and staff research.

Schools, colleges, educational institutes and groups with appropriate educational/natural history interests are encouraged to use the UC Field Stations when they are not used for University of Canterbury courses or research activities. University of Canterbury Staff and enrolled UC Students on research and teaching activities may use Field Station facilities at no charge.

# Recreation and Leisure



## Cafés

We are spoilt for choice when it comes to good food and great coffee. We have several cafés located on campus providing a wide variety of healthy and delicious options, ranging from a simple snack to a hearty meal.

## Community Garden

Okeover Community Garden provides a quiet space to take time out from work or study. Anyone is welcome to wander through and enjoy the garden, or you can get more involved by becoming a volunteer.



## Recreation Services

UC staff members get substantially discounted membership at the campus Recreation Centre. Facilities available include an exercise gym and conditioning area, sports halls, boxing, climbing, squash, yoga and much more! 'Kick Start Programmes' are run regularly to motivate and support members in establishing their fitness routine.

## The University of Canterbury Club

Staff are able to join the UC Club for a nominal fee. The UC Club offers a variety of social activities which are arranged throughout the year for members and their guests including barbeques, wine and beer tasting and a Christmas social gathering. Full bar and dining facilities are available.

# Health and Wellbeing

## Employee Assistance Programme

Employee Assistance Programme (EAP) offers staff members access to voluntary, confidential, safe and professional counselling assistance.

At UC our staff are valuable to us, and we recognise that at times both personal and work-related problems can interfere with our work life. EAP offers a way for individuals to work through and resolve those problems.

The EAP service is free (for up to three sessions per issue) and is available to all continuing staff members, and fixed term staff members who are employed for six months or more.

## Health Centre

Located on campus, the University Health Centre provides excellent medical, counselling and related services to the students, staff and the wider community of the University. The Centre aims to provide services that are affordable, accessible and of high quality. Travel vaccinations, smoking cessation and free flu jabs are just an example of the services that are available to staff at UC.



*Stepping out for September*

## Health Insurance

UC has established a Group Health Insurance Scheme with Southern Cross, a private healthcare group, available to all continuing staff members and those on Fixed Term Agreements exceeding two years in duration.

## Eye Tests

If you use a Visual Display Unit for 50% or more of your work, you may be eligible for a subsidised eye test and further contribution towards any necessary lenses.

# University Benefits

## Sabbatical

### (for Academic staff only)

Sabbatical is an opportunity to put aside School/Department teaching and administrative responsibilities to concentrate on increasing an academic staff member's knowledge and expertise in areas which will benefit the individual, the Department/School and the University by developing and enhancing creativity, research, teaching and scholarship.

## Campus Libraries

The University of Canterbury's Library collection is distributed across a range of libraries on our two campuses. Staff members can access online resources or visit any of the libraries to borrow a book, read the latest journal or just to browse through their specialist collections. Staff members are also entitled to generous borrowing quotas.

## Superannuation

UC is a participating employer of the UniSaver New Zealand superannuation scheme, which is open to continuing and fixed term employees. For staff who are eligible for subsidised membership, the University will make contributions to the scheme of up to 6.75%.

## University Holidays

The University offers generous annual leave entitlements, which can total up to 6 weeks for the majority of our staff (inclusive of our University holidays over Christmas/New Year and Easter).

## Campus Housing

The University of Canterbury has a small number of fully furnished houses and flats around the boundary of the campus available for rental. The properties are all within easy walking distance of all departments. New staff members arriving from overseas taking up permanent appointments, may also be accommodated for a short period while they are looking for suitable rental housing in the private sector.

## Carpool with Jayride

The University of Canterbury has an online carpool scheme to help staff and students get to campus, save money and lower their carbon footprint.

## Alumni Membership

All staff of the University of Canterbury are able to enrol as University of Canterbury Alumni, regardless of where they studied.

## Banking Packages

Banking packages are available offering a range of reduced fees and rates. These benefits are available for all UC continuing staff and those on Fixed Term Agreements exceeding two years in duration.

## n3

UC is a member of n3, a discounted purchasing scheme, and as a result free discount vouchers are available for all UC continuing staff and those on Fixed Term Agreements exceeding two years in duration. With the vouchers, staff can access significant savings on a wide range of products with n3 Suppliers.

## Life, Trauma and Income Insurance at special discounts

UC has worked with its insurance brokers, Marsh Limited, to introduce a special insurance plan for staff to purchase. The plan is unique as it combines a once-only opportunity to join a voluntary insurance plan with no medical questions for generous amounts of cover for life, trauma, and income insurance.

The Life, Trauma, Income insurance package features include:

- Discounted group premiums, depending on age and cover savings can range up to 50%
- Automatic acceptance, no medical questions for eligible employees – with all pre-existing health conditions covered (Note– the automatic acceptance period is valid, for eligible staff, for the first 30 days of being employed at UC)
- Easy payment through wage deductions

## Travel – Orbit

Orbit undertakes the corporate travel requirements for The University of Canterbury, but as a member of the House of Travel group, Orbit is also able to offer benefits for UC Staff's personal travel.

As a UC Staff Travel Club Member you receive:

- Regular emails with travel news and specials
- Exclusive international airfare specials using special University fares
- Access to special hotel and rental car rates
- Access to the University of Canterbury travel insurance
- Duty Free Discount vouchers

University of Canterbury  
Te Whare Wānanga o Waitaha  
Private Bag 4800  
Christchurch 8140  
New Zealand

[www.canterbury.ac.nz](http://www.canterbury.ac.nz)

