

PAEE Staff Survey Results Report to Ministry of Education Staff (January 2007)

Background

The staff survey was developed by the PAEE committee in November/December 2006 and distributed to all staff for their completion in early December. The survey form was made available on the Ministry's IBB, and hard copies were also posted to the home addresses of all Special Education support workers. The close off for the survey form to be returned was Friday 22 December 2006.

The survey contained two questions asking staff for their experience and observations of particular situations in the areas of:

- Rewards
- Participation
- Respect and Fairness

The survey also enabled staff to make any other comments that they felt would add value to the work of the committee.

Results

- A total of 356 completed survey forms were received.
This equates to an 11% return rate from all Ministry staff (3314).
- Of the 356 returns, 220 were from support workers and 136 were from all other staff within the Ministry.
This equates to a 23% return from all support workers (955) and; a 6% return from all other staff (2359).
- 323 female staff returned a survey form.
This equates to 12% of the total female staff.
- 33 male staff returned a survey form.
This equates to 5% of the total male staff.

1. The roles of respondents are as follows:

All respondents	Female	Male	Total (356)
Manager	14	6	20
Team Leader	6	4	10
Non Manager	82	19	101
Support Worker	116	4	220
Field Staff	2		2
Not stated on form	3		3

2. The age of respondents is as follows:

All respondents	Female	Male	Total (356)
Under 20 years	1	0	1
20-29 years	30	2	32
30-39 years	75	7	82
40-49 years	117	11	128
50-59 years	78	7	85
60+ years	17	5	22
Not stated on form	5	1	6

Support Workers	Female	Male	Total (220)
Under 20 years	1	0	1
20-29 years	14	0	14
30-39 years	51	2	53
40-49 years	92	1	93
50-59 years	51	0	51
60+ years	7	1	8
Not stated on form	0	0	0

All other roles	Female	Male	Total (136)
Under 20 years	0	0	0
20-29 years	16	2	18
30-39 years	24	5	29
40-49 years	25	10	35
50-59 years	27	7	34
60+ years	10	4	14
Not stated on form	5	1	6

3. The ethnicity of respondents is as follows:

All respondents	Female	Male	Total (356)
Pakeha/NZE/Kiwi/NZER	239	19	258
NZ Maori	19	3	22
NZE/NZM	6	1	7
English/British/European	5	0	5
Samoan	8	0	8
Indian	4	0	4
Pasifika	2	0	2
Australian	1	0	1
Canadian	1	0	1
Russian	1	0	1
Malay/Chinese	3	1	4
Filipino/Asian	4	0	4
American	1	1	2
Fijian/Chinese	1	0	1
Cook Island/NZE	1	0	1
South African	1	0	1
NZM/Scot/Irish	1	0	1
Scottish	1	0	1
Latin/Caucasian	1	0	1
NZ/Swedish	1	0	1
NZ/First Nation Canadian	1	0	1
White NZER/European	1	1	2
Not stated on form	20	5	25
Other	1	0	1
NZ/Samoan	1	0	1

4. The employment status of respondents is as follows:

All respondents	Female	Male	Total (356)
Full time permanent	32	9	41
Part time permanent	19	1	20
Full time	36	7	43
Permanent	57	8	65
Full time temporary	1	1	2
Part time temporary	10		10
Part time	74	2	76
Temporary	88	3	91
Not stated on form	6	1	7
Unable to determine from form		1	1

Support Workers	Female	Male	Total (220)
Full time permanent	2		2
Part time permanent	8	1	9
Full time	5		5
Permanent	41		41
Full time temporary		1	1
Part time temporary	9		9
Part time	65		65
Temporary	84	1	85
Not stated on form	2		2
Unable to determine from form		1	1

All other roles	Female	Male	Total (136)
Full time permanent	31	9	40
Part time permanent	11		11
Full time	31	7	38
Permanent	16	8	24
Full time temporary	1		1
Part time temporary	1		1
Part time	9	2	11
Temporary	3	2	5
Not stated on form	4	1	5

5. Response to Questions.

The survey contained three questions:

Question 1: Have you ever had a situation or situations where you have felt that you were disadvantaged because of your gender while an employee of the Ministry? If so, please describe.

Question 2: If you think there is any inequity in how women and men are treated in the Ministry, please advise what situation/s you have either experienced personally or observed first hand to make you think this.

Question 9: Do you have any general comments or observations that you think will add value to the pay and employment equity review?

- 42% of all surveys returned had a 'NO' response to questions 1 and 2 and no additional comments were recorded in question 9.

- 12% of all surveys returned also recorded 'NO' responses however also contained comments such as:
 - have never experienced any inequity
 - have no examples or observations therefore don't think there is any inequity
 - don't think there is any inequity
 - have no reason to think that this is true
 - have not been employed at MoE long enough to observe any inequity
 - MoE is a great organisation to work for
 - Other conflicts relate to the role, not gender
 - Have never worked with male colleagues so are unable to comment
 - Have never had any problems
 - The people I work with are wonderful
 - Have only ever worked with female staff
- 55% of forms returned by support workers (220) recorded 'NO' responses to questions 1, 2 and 9.
- 22% of forms returned by all other roles (136) recorded 'NO' responses to questions 1, 2 and 9.

Rewards:

Committee's Response

<p>Base Pay</p>	<p>Comments regarding pay have been grouped within the following themes:</p> <ul style="list-style-type: none"> - transparency and application of current pay system - issues with the structure of the current remuneration system. <p>- starting salary inequities</p> <p>- similar Ministry roles are paid more in other Government departments and within the wider education sector.</p> <ul style="list-style-type: none"> - traditional female caring roles are lower paid and do not carry the same status as male roles. - support work is undervalued as it is female dominated. - job sizing inequities - pay would be better if the Ministry was male dominated. <p>- men are paid more than women within the Ministry.</p>	<ul style="list-style-type: none"> - A remuneration working group is currently looking at conducting a review of the A and B band remuneration system. This review should address these issues. Not within the scope of the PAEE review. - The committee have also identified that starting salaries may be an issue and are collecting data to examine if this is the case. - The committee will need to collect data to determine whether this is the case and whether any inequity is gender related. - The committee have also identified these as issues and believe that the introduction of the gender neutral job evaluation tool will assist in re defining female dominated roles. - The committee have already identified this through examination of the data. Causes for a pay gap are being examined and will be detailed in the committee's report.
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Rewards other than base pay	<ul style="list-style-type: none"> - Mileage rates need to be increased for support workers. - Pay structure for support workers should be changed to allow individual assessment and pay range when at the top of the scale with recognition of qualifications, experience, and achievement (bonus system). - Difficulty of client (child) should be factored into Support Workers pay. - Permanent vs. temporary employment status for support staff. - Uncertainty of ongoing employment. - Need confidence that the GSE CA is being administered fairly in relation to HDA for men and women. 	<ul style="list-style-type: none"> - The committee have also identified a number of issues relating to support workers and are continuing to examine and discuss the data relating to this. In addition, the Ministry and NZEI will be working together through a series of joint working groups to resolve these issues. - This is a new issue and the committee will gather and examine data to identify what the issues are.
Ability to advance to higher levels and pay	<ul style="list-style-type: none"> - Men progress faster than women through promotion - Harder for women to gain promotion internally. - Women prevented from advancing to higher levels (roles) and within the pay scale because of family commitments. - Women need mentoring on how to develop communication skills in order to gain promotion. - Little room for career progression in some roles. - Professional groups should be recognised and have a pay scale which recognises their profession and their qualifications. 	<ul style="list-style-type: none"> - All of these issues have also been identified by the committee and will form part of the review report and response plan.
Equal representation at senior levels	<ul style="list-style-type: none"> - It will be interesting to see the statistics on how many men and women there are at different levels of hierarchy and pay scales - More men seem to hold senior, management and team leader roles in comparison to female staff even though MoE is female dominated. - Women prevented from attaining senior roles due to family commitments. 	<ul style="list-style-type: none"> - The committee have also already identified these issues and they will also form part of the review report and response plan.

Participation:

Access to key training and development opportunities	<ul style="list-style-type: none"> - Women with family commitments prevented from accessing professional development. - Support workers are prevented from accessing professional development as it is not included in work time. - Discouraged from accessing training and development that would have aided career progression opportunities particularly if part time. - Part time workers whom are mainly female have low status, are 	<ul style="list-style-type: none"> - The committee have also identified these issues. More information and data is being gathered and examined regarding part time employment within the Ministry.
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	not included in team dynamics and are overlooked for opportunities.	
Appropriate representation across all occupations and work areas	<ul style="list-style-type: none"> - Low numbers of male staff in some roles due to the low pay scales for the roles. - Education is now a 'women's world' Need to target roles with low numbers of male staff and develop ways of attracting more male staff to these roles. - Part time staff are predominately female. - Women over represented in roles with lower responsibility and pay but reverse for men. 	- The committee have also identified these as issues and will be addressing them within the review report and response plan.
Actively able to contribute influence and advice to all important areas of the Ministry	<ul style="list-style-type: none"> - Women's contribution is not valued as much as men's. - Women not listened to in male dominated roles. - GSE staff should have same level of access to technology and resources as other staff. - Support workers feel 'left out' and not part of MoE. - MoE needs to do more about the treatment of support staff in general, across the board. 	- The committee have also already identified these as issues and will be addressing within their review report and response plan.
Support for work life balance for women and men at all levels of the Ministry	<ul style="list-style-type: none"> - Managers expected to work long hours – they do not practice work life balance. - MoE has a culture of expecting staff to work long hours. - There is little MoE support for staff that have to manage childcare arrangements and for working mothers. - Should be more work life flexibility e.g. working from home options. - HR should review how well managers implement work life balance policies. - Men have difficulty in reducing working hours whereas women don't. 	- The committee have also identified these issues and will be developing a recommendation for the review report and response plan to address.

Respect and Fairness:

Confidence that the Ministry is taking active and deliberate steps to minimise the risk of	<ul style="list-style-type: none"> - Unpleasant jokes against men are tolerated by some managers. - Women are expected to take on domestic chores within the office, washing dishes, cleaning kitchen making coffee etc. 	- A number of these issues provided new information for the committee and it was agreed to develop a recommendation detailing them for the review report.
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<p>discrimination</p>	<ul style="list-style-type: none"> - Women are expected to take meeting minutes. - Need to be in with the 'in crowd' - Men and women treated differently in cultural situations. - Expectation that women must hold secretarial/PA roles. 	
<p>That the performance management system is fair to both women and men</p>	<ul style="list-style-type: none"> - Whether men and women progress at the same rate through the PMS. - PMS where salary is tied to other people's performance is a disincentive - PMS above 100% impossible to achieve - Women need mentoring on how to use the PMS and how they should/can develop in order to achieve. - Part time staff who are predominately female are disadvantaged through the PMS. - Men are paid more through the PMS. - Develop a pay system that is actually linked to performance. - PMS is open to abuse from managers who have a personal agenda and does not contain a mechanism to enable challenge. - Current market movement does not reward those who stay with MoE 	<ul style="list-style-type: none"> - The committee is continuing to gather and examine data relating to the current performance management system to identify whether it contributes to any gender inequity. - The committee will also gather specific data pertaining to part time staff to examine whether part time staff are disadvantaged through the PMS.
<p>Confidence in the fairness of key human resources management policies and systems</p>	<ul style="list-style-type: none"> - Inflexible treatment of female staff in application of MoE policies (maternity leave, complaints, relocation allowance etc). - Union vs. non union staff and whether staff are being treated fairly. 	<ul style="list-style-type: none"> - These issues are also new to the committee and they have agreed to develop a recommendation regarding application of HR policies for their review report.
<p>Confidence that women and men are treated fairly and equitably by their managers</p>	<ul style="list-style-type: none"> - Some service managers appear to favour male employees. - Women with higher workloads than their male colleagues - Manager openly supporting male staff for promotion over female staff. - Men are advantaged through the PMS and application of other policies. - Men appointed higher in range than women – men managers 	<ul style="list-style-type: none"> - The committee have also identified these issues and will be addressing them through the review report and response plan.

	<p>prefer to appoint male staff.</p> <ul style="list-style-type: none">- Different accountabilities for male staff.- All staff should be made aware of their roles, rights and responsibilities in ensuring they are treated fairly.	
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Other comments that may fall outside of the scope of the survey/review:

A number of staff also made comments in the survey about matters that the committee believed fell outside of the scope of the pay and employment equity review. Wherever possible, these have been referred on to other sections of the Ministry for their information. A number of comments on the format, electronic distribution and timing of the survey form were received and these were appreciated by the committee and lessons were gained for the future should the committee do another survey. Many staff thanked the committee for the opportunity to participate in the survey and therefore the review process.