

4 May 2018

Angus Shaw

By email: fyi-request-7651-9399e1c4@requests.fyi.org.nz

Dear Mr. Shaw

Re: Requests made under Official Information Act 1982

I refer to your two requests for information pertaining to the pay rates and employment of Residential Assistants ('RAs'). This response addresses your formal request made under the Official Information Act 1982 of 18 April 2018, as well as the questions asked of the Victoria University Communications Department of 20 April, which were subsequently transferred to the OIA Requests team.

Your questions are below, italicised:

I would like to ask about the pay rates of Residential Advisers across all Halls of residence. This would include both:

1) Residential Advisers working in halls of residence directly operated by the University.
RAs working in halls of residence directly operated by the University are paid between \$18.12 - \$18.49 per hour.

2) Residential Advisers employed in halls of residence managed by outside contractors.
The University is not in a position to discuss the pay rates of RAs employed in halls of residence managed by outside contractors.

3. It is my understanding that Residential advisors are employed on fix term contracts and returning residential advisors are required to renegotiate contracts each year. Is this correct or could you otherwise clarify the employment process for residential advisors?
This is correct. RAs are employed on a fixed-term contract of less than 12 months. This year (2018), the contracts began on 7 February 2018 and run until 19 November 2018. If a RA wishes to return, they need to re-apply for a position for the following year and go through the normal recruitment process, consisting of an application, interview, and so forth.

4. Could you tell the rate per hour and the number of hours stated in their contracts that RA's are paid in University operated halls?

Please see the answers already provided to questions 1 and 2.

RAs contracts state they will be rostered to work on average 30 hours per fortnight.

5. Did the University increase the pay rates for Residential advisors between the 2017 and 2018 academic years?

No.

6. Does the University have any plans to increase pay for Residential Advisors in the future?

The university is reviewing the role and remuneration for RAs for 2019.

7. For each hall of residence, what does the university charge residential advisors for rent? Is this deducted from their pay?

RAs at University-catered halls are charged \$369.00 per week and receive an accommodation allowance of \$159.00 per week. This charge includes all power, internet and food.

RAs at University Hall (which is non-catered) are charged \$240.00 per week.

The University's Human Resources department deduct the cost of accommodation from their salary as per the RAs offer letter. All power and internet is included in their weekly rent.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'R. Dix', is written over a light blue horizontal line.

Rainsforth Dix
Director, Student and Campus Living.

