



Australian Government



Workplace  
Gender Equality  
Agency

# 2021 - 22 Gender Equality Reporting

Submitted by:

**RMIT ONLINE PTY LTD (ABN:38614454170)**

Date: 2022-06-10

# #Workplace overview

## Policies and strategies

1: Do you have a formal policy and/or formal strategy in place that specifically supports gender equality in the following areas?

|  |                                     |
|--|-------------------------------------|
| ...Recruitment   | Yes( <i>Select all that apply</i> ) |
| ...Yes   | Policy                              |
| ...Retention   | Yes( <i>Select all that apply</i> ) |
| ...Yes   | Strategy                            |
| ...Performance management processes                                    | Yes( <i>Select all that apply</i> ) |
| ...Yes   | Policy                              |
| ...Promotions  | Yes( <i>Select all that apply</i> ) |
| ...Yes   | Strategy                            |
| ...Talent identification/identification of high potentials             | Yes( <i>Select all that apply</i> ) |
| ...Yes   | Strategy                            |
| ...Succession planning   | Yes( <i>Select all that apply</i> ) |
| ...Yes   | Strategy                            |
| ...Training and development  | Yes( <i>Select all that apply</i> ) |
| ...Yes   | Policy                              |
| ...Key performance indicators for managers relating to gender equality | No( <i>Select all that apply</i> )  |
| ...No  | Not aware of the need               |

2: Do you have formal policy and/or formal strategy in place that support gender equality overall?

|                                     |          |
|-------------------------------------|----------|
| Yes( <i>Select all that apply</i> ) |          |
| ...Yes                              | Strategy |

3: Does your organisation have any of the following targets to address gender equality in your workplace?

- Increase the number of women in leadership positions
- Increase the number of women in male-dominated roles
- Increase the number of men using flexible work arrangements
- Increase the number of men taking parental leave

4: If your organisation would like to provide additional information relating to your gender equality policies and strategies, please do so below.

## Governing bodies

*RMIT ONLINE PTY LTD*

|  |  |
|--|--|
| 1: Does this organisation have a governing | Yes( <i>Provide further details on the governing</i> ) |
|--|--|

|   |   |
|---|---|
| body?   | <i>body(ies) and its composition)</i>                                       |
| 1.1: What is the name of your governing body?   | RMIT Online   |
| 1.2: What type of governing body does this organisation have?   | Other governing body/authority (provide details)                            |
|   | Operating Board   |
| 1.3: How many members are on the governing body and who holds the predominant Chair position?                               |   |
| ...Chairs   |   |
| ...Female   | 1   |
| ...Male   | 0   |
| ...Non-binary   | 0   |
| ...Members  |   |
| ...Female   | 2   |
| ...Male   | 1   |
| ...Non-binary   | 0   |
| 1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members? | No( <i>Select all that apply</i> )  |
|   | Currently under development( <i>Select the estimated completion date.</i> ) |
|   | 31-Dec-2022   |
| 1.5: Has a target been set to increase the representation of women on this governing body?                                  | No( <i>Select all that apply</i> )  |
|   | Governing body has gender balance (i.e. 40% women / 40% men / 20% either)   |
| 1.6: Do you have a formal policy and/or formal strategy in place on the gender composition of your governing body?          | No  |
|   | Other (provide details)   |
|   | Parent company decides who sits on this Operating Board                     |

2: If your organisation would like to provide additional information relating to governing bodies and gender equality in your workplace, do so below.

# #Action on gender equality

## Gender pay gaps

1: Do you have a formal policy and/or formal strategy on remuneration generally?

Yes(*Select all that apply*)

...Yes

Strategy

1.1: Are specific pay equity objectives included in your formal policy and/or formal strategy?

Yes(*Select all that apply*)

...Yes

To achieve gender pay equity  
To ensure no gender bias occurs at any point in the remuneration review process (for example at commencement, at annual salary reviews, out-of-cycle pay reviews, and performance reviews)  
To implement and/or maintain a transparent and rigorous performance assessment process

2: What was the snapshot date used for your Workplace Profile?

31-Mar-2022

3: Does your organisation publish its organisation-wide gender pay gap?

No

4: Do you give WGEA permission to publicly publish your organisation-wide gender pay gap?

No

5: If your organisation would like to provide additional information relating to gender pay gaps in your workplace, please do so below.

## Employer action on pay equity

1: Have you analysed your payroll to determine if there are any remuneration gaps between women and men (e.g. conducted a gender pay gap analysis)?

No(*Select all that apply*)

...No

Non-award employees paid market rate

2: For organisations with partnership structures: Have you undertaken a gender remuneration gap analysis ('gender pay gap analysis') in the current reporting period to determine if there are any remuneration gaps between women partners and men partners in your organisation?

No

3: If your organisation would like to provide additional information relating to employer action on pay equity in your workplace, please do so below.

We ensure there is pay equity for people doing comparable roles. We determine pay rates based on market comparisons. Our gender pay gap is due to higher market rates for more traditional male roles like IT Developers. We aim to reduce our gender pay gap by encouraging more females into traditionally male areas, as well as ensuring males on shortlists for all traditionally female areas such as student support.

## Employee consultation

1: Have you consulted with employees on issues concerning gender equality in your workplace during the reporting period?

Yes(Provide further details on the employee consultation process.)

1.1: How did you consult employees?

Survey  
Exit interviews

1.2: Who did you consult?

ALL staff

2: Do you have a formal policy and/or formal strategy in place on consulting employees about gender equality?

No

...No

Not a priority

3: On what date did your organisation share your previous year's public reports with employees?

4: Does your organisation have shareholders?

No

5: Have you shared previous Executive Summary and Benchmark reports with the governing body?

No

6: If your organisation would like to provide additional information relating to employee consultation on gender equality in your workplace, please do so below.

# #Flexible work

## Flexible working

1: Do you have a formal policy and/or formal strategy on flexible working arrangements?

Yes (*Select all that apply*)

|   |  |
|---|--|
| ...Yes  | Policy   |
| ...A business case for flexibility has been established and endorsed at the leadership level                  | Yes  |
| ...Leaders are visible role models of flexible working  | Yes  |
| ...Flexible working is promoted throughout the organisation   | Yes  |
| ...Targets have been set for engagement in flexible work  | No ( <i>Select all that apply</i> )                        |
| ...No   | Not aware of the need                                      |
| ...Targets have been set for men's engagement in flexible work  | No ( <i>Select all that apply</i> )                        |
| ...No   | Other (provide details)                                    |
| ...Other (provide details)  | We have good take up by men so this hasn't been a priority |
| ...Leaders are held accountable for improving workplace flexibility   | Yes  |
| ...Manager training on flexible working is provided throughout the organisation                               | Yes  |
| ...Employee training is provided throughout the organisation  | Yes  |
| ...Team-based training is provided throughout the organisation  | No ( <i>Select all that apply</i> )                        |
| ...Employees are surveyed on whether they have sufficient flexibility   | Yes  |
| ...The organisation's approach to flexibility is integrated into client conversations                         | Yes  |
| ...The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)           | Yes  |
| ...Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel | Yes  |
|   |  |

|   |                                    |
|---|------------------------------------|
| ...Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body | No( <i>Select all that apply</i> ) |
| ...No   | Not aware of the need              |
| ...Other (provide details)  | No                                 |

2: Do you offer any of the following flexible working options to MANAGERS in your workplace?

|   |   |
|---|---|
| ...Flexible hours of work                 | Yes( <i>Select one option only</i> )  |
| ...Yes                                    | SAME options for women and men( <i>Select all that apply</i> )                        |
| ...SAME options for women and men         | Formal options are available<br>Informal options are available                        |
| ...Compressed working weeks               | No( <i>You may specify why the above option is not available to your employees.</i> ) |
| ...No                                     | Not aware of the need   |
| ...Time-in-lieu                           | No( <i>You may specify why the above option is not available to your employees.</i> ) |
| ...No                                     | Not a priority  |
| ...Telecommuting (e.g. working from home) | Yes( <i>Select one option only</i> )  |
| ...Yes                                    | SAME options for women and men( <i>Select all that apply</i> )                        |
| ...SAME options for women and men         | Formal options are available<br>Informal options are available                        |
| ...Part-time work                         | Yes( <i>Select one option only</i> )  |
| ...Yes                                    | SAME options for women and men( <i>Select all that apply</i> )                        |
| ...SAME options for women and men         | Formal options are available<br>Informal options are available                        |
| ...Job sharing                            | Yes( <i>Select one option only</i> )  |
| ...Yes                                    | SAME options for women and men( <i>Select all that apply</i> )                        |
| ...SAME options for women and men         | Formal options are available<br>Informal options are available                        |
| ...Carer's leave                          | Yes( <i>Select one option only</i> )  |
| ...Yes                                    | SAME options for women and men( <i>Select all that apply</i> )                        |
| ...SAME options for women and men         | Formal options are available<br>Informal options are available                        |
| ...Purchased leave                        | Yes( <i>Select one option only</i> )  |
| ...Yes                                    | SAME options for women and men( <i>Select all that apply</i> )                        |
| ...SAME options for women and men         | Formal options are available  |
| ...Unpaid leave                           | Yes( <i>Select one option only</i> )  |
|   | SAME options for women and men( <i>Select all that apply</i> )                        |

|        |                    |
|--------|--------------------|
| ...Yes | <i>that apply)</i> |
|--------|--------------------|

|                                   |                              |
|-----------------------------------|------------------------------|
| ...SAME options for women and men | Formal options are available |
|-----------------------------------|------------------------------|

3: Are your flexible working arrangement options for NON-MANAGERS the same as the options for managers above?

|     |
|-----|
| Yes |
|-----|

4: Has your organisation implemented an 'all roles flex' approach to flexible work?

|     |
|-----|
| Yes |
|-----|

5: Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce during the 2021-22 reporting period?

|                             |
|-----------------------------|
| Yes, for both women and men |
|-----------------------------|

6: If your workplace includes hybrid teams (i.e. some employees in a team work remotely while other employees in a team work at the organisation's usual workplace), have any of the following measures been utilised to ensure the fair treatment of all employees regardless of work location?

|   |
|---|
| Training for managers on how to work with flexible and remote/hybrid teams      |
| Training for all employees on how to work with flexible and remote/hybrid teams |
| Employee performance is measured by performance and not presenteeism            |
| All team meetings are held online   |

7: If your organisation would like to provide additional information relating to flexible working and gender equality in your workplace, including specific changes due to the impact of the COVID-19 pandemic on your workplace, please do so below.



# #Employee support

## Paid parental leave

1: Do you provide employer funded paid parental leave regardless of carer's status (i.e. primary/secondary) in addition to any government funded parental leave scheme?

Yes, we offer employer funded parental leave (using the primary/secondary carer definition)

|   |  |
|---|--|
| 1.1: Do you provide employer funded paid parental leave for primary carers in addition to any government funded parental leave scheme?                                      | Yes( <i>Please indicate how employer funded paid parental leave is provided to the primary carers.</i> ) |
| 1.1.a: Please indicate whether your employer-funded paid parental leave for primary carers is available to:   | All, regardless of gender  |
| 1.1.b: Please indicate whether your employer-funded paid parental leave for primary carers covers:  | Birth<br>Adoption<br>Surrogacy<br>Stillbirth   |
| 1.1.c: How do you pay employer funded paid parental leave to primary carers?  | Paying the employee's full salary  |
| 1.1.d: Do you pay superannuation contribution to your primary carers while they are on parental leave?  | Yes, on employer funded parental leave   |
| 1.1.e: How many weeks (minimum) of employer funded paid parental leave for primary carers is provided?  | 18   |
| 1.1.f: What proportion of your total workforce has access to employer funded paid parental leave for primary carers, including casuals?                                     | 51-60%   |
| 1.1.g: Do you require primary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave? | No   |
| 1.1.h: Do you require primary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?       | Yes  |
| 1.1.h: Do you require primary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?       | Within 12 months   |
| .. Yes  |  |

|   |   |
|---|---|
| 1.2: Do you provide employer funded paid parental leave for secondary carers in addition to any government funded parental leave scheme?                                | Yes(Please indicate how employer funded paid parental leave is provided to the secondary carers.) |
| 1.2.a: Please indicate whether your employer-funded paid parental leave for secondary carers is available to:   | All, regardless of gender   |
| 1.2.b: Please indicate whether your employer-funded paid parental leave for secondary carers covers:  | Birth<br>Adoption<br>Surrogacy<br>Stillbirth  |
| 1.2.c: How do you pay employer funded paid parental leave to secondary carers?  | Paying the employee's full salary   |
| 1.2.d: Do you pay superannuation contribution to your secondary carers while they are on parental leave?  | Yes, on employer funded parental leave  |
| 1.2.e: How many weeks (minimum) of employer funded paid parental leave for secondary carers is provided?  | 4   |
| 1.2.f: What proportion of your total workforce has access to employer funded paid parental leave for secondary carers, including casuals?                               | 50-60%  |
| 1.2.h: Do you require secondary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth? | Yes   |
| 1.2.h: Do you require secondary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth? | Within 12 months  |
| .. Yes  |   |

2: If your organisation would like to provide additional information relating to paid parental leave and gender equality in your workplace, please do so below.

Paid leave is provided for full time, part and fixed term employees but not casuals

### Support for carers

1: Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?

Yes(Select all that apply)

...Yes

Policy

2: Do you offer any of the following support mechanisms for employees with family or caring responsibilities?

|   |  |
|---|--|
| ...Employer subsidised childcare  | No( <i>You may specify why the above support mechanism is not available to your employees.</i> ) |
| ...No   | Not a priority   |
| ...On-site childcare  | Yes( <i>Please indicate the availability of this support mechanism.</i> )                        |
| ...Yes  | Available at ALL worksites   |
| ...Breastfeeding facilities   | Yes( <i>Please indicate the availability of this support mechanism.</i> )                        |
| ...Yes  | Available at ALL worksites   |
| ...Childcare referral services  | No( <i>You may specify why the above support mechanism is not available to your employees.</i> ) |
| ...No   | Not a priority   |
| ...Internal support networks for parents  | Yes( <i>Please indicate the availability of this support mechanism.</i> )                        |
| ...Yes  | Available at ALL worksites   |
| ...Return to work bonus (only select if this bonus is not the balance of paid parental leave) | Yes( <i>Please indicate the availability of this support mechanism.</i> )                        |
| ...Yes  | Available at ALL worksites   |
| ...Information packs for new parents and/or those with elder care responsibilities            | No( <i>You may specify why the above support mechanism is not available to your employees.</i> ) |
| ...No   | Not aware of the need  |
| ...Referral services to support employees with family and/or caring responsibilities          | Yes( <i>Please indicate the availability of this support mechanism.</i> )                        |
| ...Yes  | Available at ALL worksites   |
| ...Targeted communication mechanisms (e.g. intranet/forums)                                   | Yes( <i>Please indicate the availability of this support mechanism.</i> )                        |
| ...Yes  | Available at ALL worksites   |
| ...Support in securing school holiday care  | No( <i>You may specify why the above support mechanism is not available to your employees.</i> ) |
| ...No   | Not a priority   |
| ...Coaching for employees on returning to work from paid parental leave                       | Yes( <i>Please indicate the availability of this support mechanism.</i> )                        |
| ...Yes  | Available at ALL worksites   |
| ...Parenting workshops targeting mothers  | Yes( <i>Please indicate the availability of this support mechanism.</i> )                        |
| ...Yes  | Available at ALL worksites   |
| ...Parenting workshops targeting fathers  | Yes( <i>Please indicate the availability of this support mechanism.</i> )                        |
| ...Yes  | Available at ALL worksites   |
| ...Other (provide details)  | No   |

3: If your organisation would like to provide additional information relating to support for carers in your workplace, please do so below.

### Sex-based harassment and discrimination

1: Do you have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?

Yes(Select all that apply)

...Yes

Policy

1.1: Do you provide a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?

Yes

2: Do you provide training on sex-based harassment and discrimination prevention to the following groups?

...All managers

Yes(Please indicate how often is this training provided (select all that apply):)

...Yes

At induction  
Every one-to-two years

...All employees

Yes(Please indicate how often is this training provided (select all that apply):)

...Yes

At induction  
Every one-to-two years

3: If your organisation would like to provide additional information relating to sex-based harassment and discrimination, please do so below.

### Family or domestic violence

1: Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?

Yes(Select all that apply)

...Yes

Policy

2: Other than a formal policy and/or formal strategy, do you have the following support mechanisms in place to support employees who are experiencing family or domestic violence?

...Employee assistance program (including access to psychologist, chaplain or counsellor)

Yes

...Training of key personnel

Yes

...A domestic violence clause is in an enterprise agreement or workplace agreement

No(Select all that apply)

...No

Other (provide details)

...Other (provide details)

RMIT Online does not have an EBA

...Workplace safety planning

No(Select all that apply)

...No

Not aware of the need

|  |  |
|--|--|
| ...Access to paid domestic violence leave (contained in an enterprise/workplace agreement)                         | No( <i>Select all that apply</i> )           |
| ...No  | Other (provide details)                      |
| ...Other (provide details)   | RMIT Online does not have an EBA             |
| ...Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)                       | No( <i>Select all that apply</i> )           |
| ...No  | Other (provide details)                      |
| ...Other (provide details)   | Support options available to staff           |
| ...Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)                     | Yes( <i>Is the leave period unlimited?</i> ) |
| ...Yes   | No   |
| : How many days of paid domestic violence leave (not contained in an enterprise/workplace agreement) are provided? | 10   |
| ...Access to unpaid leave  | Yes( <i>Is the leave period unlimited?</i> ) |
| ...Yes   | Yes  |
| ...Confidentiality of matters disclosed  | Yes  |
| ...Referral of employees to appropriate domestic violence support services for expert advice                       | Yes  |
| ...Protection from any adverse action or discrimination based on the disclosure of domestic violence               | Yes  |
| ...Flexible working arrangements   | Yes  |
| ...Provision of financial support (e.g. advance bonus payment or advanced pay)                                     | No( <i>Select all that apply</i> )           |
| ...No  | Insufficient resources/expertise             |
| ...Offer change of office location   | Yes  |
| ...Emergency accommodation assistance  | No( <i>Select all that apply</i> )           |
| ...No  | Not a priority                               |
| ...Access to medical services (e.g. doctor or nurse)   | No( <i>Select all that apply</i> )           |
| ...No  | Not a priority                               |
| ...Other (provide details)   | No   |

3: If your organisation would like to provide additional information relating to family and domestic violence affecting your workplace, please do so below.

# #Diversity and inclusion

## Voluntary section

1: Do you have a formal policy and/or formal strategy on diversity and inclusion in your organisation?

Yes (Select all that is covered.)

...Yes

Aboriginal and/or Torres Strait Islander identity  
Cultural and/or language and/or race/ethnicity background  
Disability and/or accessibility  
Sexual orientation  
Gender identity  
Age

2: Do you collect data on whether employees identify as Aboriginal and/or Torres Strait Islander?

Yes

...If this data can be shared and is not confidential, please complete the below table:

...Aboriginal and/or Torres Strait Islander Managers .. Female

0

...Aboriginal and/or Torres Strait Islander Managers .. Male

0

...Aboriginal and/or Torres Strait Islander Managers .. Non-binary

0

...Aboriginal and/or Torres Strait Islander Non-managers .. Female

0

...Aboriginal and/or Torres Strait Islander Non-managers .. Male

1

...Aboriginal and/or Torres Strait Islander Non-managers .. Non-binary

0

3: Do you currently collect data on any of the following dimensions of employees' identities?

Cultural and/or language and/or race/ethnicity background  
Disability  
Gender identity  
Sexual orientation

# Workforce Management Statistics Table

Industry: Tertiary Education

| Question  | Contract Type | Employment Type     | Manager Category    | Female | Male | Total* |
|---|---------------|---------------------|---------------------|--------|------|--------|
| 1. How many employees were promoted?  | Full-time     | Permanent           | CEO, KMPs, and HOBs | 1      | 1    | 2      |
|   |               |                     | Managers            | 3      | 2    | 5      |
|   |               |                     | Non-managers        | 8      | 4    | 12     |
|   |               | Fixed-Term Contract | CEO, KMPs, and HOBs |        | 2    | 2      |
|   |               |                     | Managers            | 3      | 1    | 4      |
|   |               |                     | Non-managers        | 1      |      | 1      |
|   | Part-time     | Fixed-Term Contract | Non-managers        | 1      |      | 1      |
| 2. How many employees (including partners with an employment contract) were internally appointed? | Full-time     | Permanent           | CEO, KMPs, and HOBs | 1      |      | 1      |
|   |               |                     | Managers            | 1      |      | 1      |
|   |               |                     | Non-managers        | 2      | 1    | 3      |
|   |               | Fixed-Term Contract | Non-managers        | 1      |      | 1      |
|   | Part-time     | Fixed-Term Contract | Managers            | 1      |      | 1      |
| 3. How many employees (including partners with an employment contract) were externally appointed? | Full-time     | Permanent           | Managers            | 3      | 3    | 6      |
|   |               |                     | Non-managers        | 15     | 18   | 33     |
|   |               | Fixed-Term Contract | Managers            | 1      | 1    | 2      |
|   |               |                     | Non-managers        | 2      | 1    | 3      |
|   | Part-time     | Permanent           | Non-managers        | 5      | 1    | 6      |
|   | N/A           | Casual              | Non-managers        | 10     | 19   | 29     |

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: Tertiary Education

| Question   | Contract Type | Employment Type     | Manager Category    | Female | Male | Total* |
|--|---------------|---------------------|---------------------|--------|------|--------|
| 4. How many employees (including partners with an employment contract) voluntarily resigned? | Full-time     | Permanent           | CEO, KMPs, and HOBs | 1      |      | 1      |
|  |               |                     | Managers            | 1      | 2    | 3      |
|  |               |                     | Non-managers        | 3      | 9    | 12     |
|  |               | Fixed-Term Contract | CEO, KMPs, and HOBs |        | 1    | 1      |
|  |               |                     | Managers            | 1      | 2    | 3      |
|  |               |                     | Non-managers        | 4      | 7    | 11     |
|  | Part-time     | Permanent           | Managers            |        | 1    | 1      |
|  |               |                     | Non-managers        |        | 1    | 1      |
|  |               | Fixed-Term Contract | Managers            | 1      |      | 1      |
|  |               |                     | Non-managers        | 2      |      | 2      |
| N/A  | Casual        | Non-managers        | 1                   | 3      | 4    |        |
| 5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?        | Full-time     | Permanent           | Managers            |        | 2    | 2      |
|  |               |                     | Non-managers        | 1      |      | 1      |
|  |               | Fixed-Term Contract | Managers            | 1      |      | 1      |
|  |               |                     | Non-managers        | 3      |      | 3      |
| 6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?      | Full-time     | Permanent           | Managers            |        | 1    | 1      |
|  |               |                     | Non-managers        |        | 1    | 1      |
|  |               | Fixed-Term Contract | Non-managers        |        | 1    | 1      |
|  | Part-time     | Permanent           | Managers            |        | 1    | 1      |

\* Total employees includes Gender X



# Workforce Management Statistics Table

\* Total employees includes Gender X