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Faculty of Medicine,  
Dentistry &  
Health Sciences

# Recognition & Reward Framework

Supporting people, passion and purpose

February 2019

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## Our Faculty's Recognition & Reward Framework

The Faculty's strategic plan, [Beyond 2018](#), sets ambitious targets across research, teaching, engagement and administrative excellence.

[Beyond 2018](#) also commits us to recognising and rewarding our staff for their team-based and individual achievements and contributions to the Faculty and to the communities we serve.

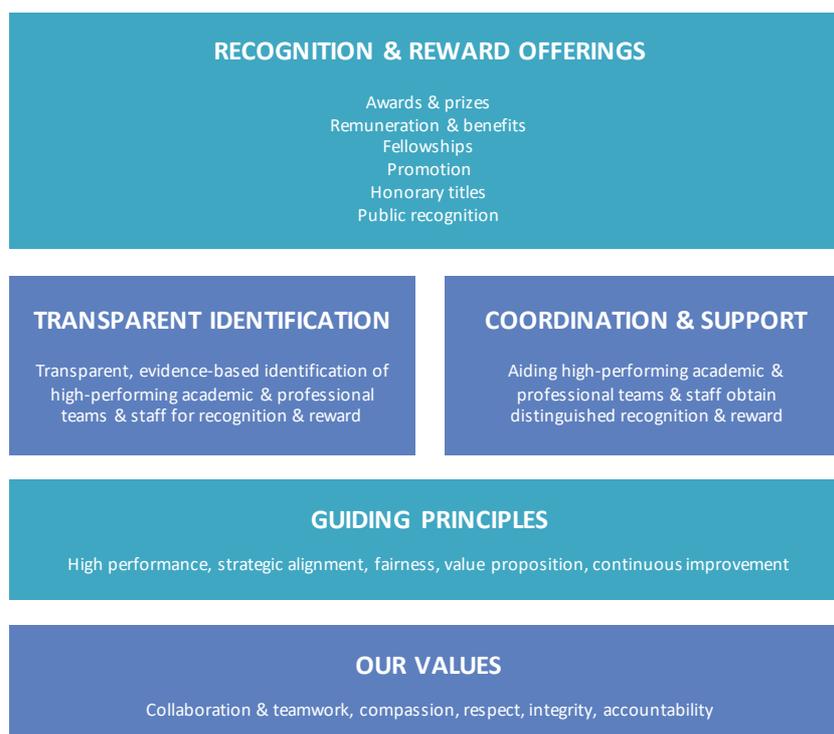
This Framework is designed to enhance our ability to attract, motivate and retain high-performing teams and staff and to incentivise and celebrate team-based and individual contributions, achievements and behaviours aligned with our [core values](#), [strategic objectives and priorities](#).

Developed with significant input from across our schools, departments, centres and institutes, the Framework is designed to be used by all teams, staff and supervisors in the Faculty. It builds on former investments and links to existing offerings to foster a positive culture of team-based and individual recognition and reward at local and Faculty levels.

While our [Academic Performance Framework \(APF\)](#) and [Professional Staff Performance Development Framework \(PDF\)](#) assist teams, staff and supervisors to articulate performance objectives aligned with [Faculty strategy](#) and to develop career pathways in the Faculty and beyond, they also enable us to fairly, equitably and consistently identify high-performing teams and staff for recognition and reward.

**Informed by our [core values](#) and a clear set of principles, this Framework supports the transparent, evidence-based identification of high-performing teams and staff for recognition and reward; connects teams, staff and supervisors with available recognition and reward offerings; aligns with the Faculty's broader workforce, succession and retention plans; and provides coordination and support to ensure our teams and staff are best placed to obtain the distinguished University and prestigious external awards and prizes that reflect their national and international leadership in health research and education.**

Figure 1. Recognition & Reward Framework, Faculty of Medicine, Dentistry & Health Sciences



## Guiding principles

All recognition and reward decisions are guided by [the Faculty's core values](#) of teamwork and collaboration, compassion, respect, integrity and accountability. This Framework is also guided by the following principles:

### High performance

High-performing teams and staff are recognised and rewarded, and recognition and reward offerings foster a culture of high performance across the Faculty.

### Strategic alignment

Recognition and reward offerings attract, motivate and retain high-performing teams and staff making significant contributions, demonstrating outstanding achievements and behaving in a manner aligned with the Faculty's [core values](#), [strategic objectives and priorities](#).

### Fairness

Recognition and reward offerings are transparent, accessible and fairly, equitably and consistently applied relative to opportunity, against clear performance expectations and across our diverse workforces. Transparent, evidence-based approaches to identifying high-performing teams and staff are monitored to ensure fairness.

### Value proposition

Recognition and reward offerings are tailored to teams and individuals and contribute meaningfully to their professional and career development. Timely public and private recognition provides immediate feedback, in addition to periodic acknowledgement.

### Continuous improvement

The Faculty and its schools, departments, centres and institutes adopt a financially sustainable approach to recognition and reward and monitor and continuously improve recognition and reward to meet the changing needs of our staff and higher education sector.

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*"We want all those who work and study in our Faculty to trust that their contribution will be recognised and valued."*

Beyond 2018: A Strategic Plan

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## Transparent identification

Consistent with its commitment to developing a diverse and inclusive workforce, the Faculty recognises and rewards a wide range of team-based and individual academic and professional contributions and achievements across our schools, departments, centres, institutes, disciplines and administrative functions.

Transparent, evidence-based identification of high-performing teams and staff for recognition and reward is undertaken fairly, equitably and consistently, and considerations of performance for recognition and reward are made relative to opportunity in the context of individual positions, levels, work focus categories, classifications and time fractions.

The Faculty and its schools, departments, centres and institutes articulate divisional and local workforce, succession and retention plans and employ recognition and reward offerings to attract, motivate and retain high-performing teams and staff in current and future priority areas for the Faculty.

Supervisors use performance/potential grids and normal [Academic Performance Framework \(APF\)](#) and [Professional Staff Performance Development Framework \(PDF\)](#) processes to identify high-performing teams and staff for recognition and reward in research, teaching, engagement, leadership, service and administration.

Recognition and reward is a matter of regular management and good practice, and teams and staff demonstrating positive contributions, achievements and behaviours aligned with our [core values, strategic objectives and priorities](#) are routinely identified for timely feedback from supervisors and peers, in addition to more periodic acknowledgement.

## Recognition & reward offerings

Recognition and reward offerings align with our [core values, strategic objectives and priorities](#); they also provide 'scaffolding' for teams and staff to build competitive cases for wider University and external recognition and reward.

The Faculty maintains, reviews and continuously improves offerings available to teams, staff and supervisors. It also provides a [one-stop shop](#) for teams, staff and supervisors to connect with meaningful opportunities for recognition and reward at all stages of their careers in the Faculty.

Tailored to teams and individuals and commensurate with the contributions, achievements or behaviours demonstrated, recognition and reward offerings include:

- Awards and prizes;
- Remuneration and benefits;
- Fellowships;
- Promotion;
- Honorary titles; and
- Public recognition.

All staff contribute to a culture of recognition and reward and provide timely, supervisor-to-staff and peer-to-peer acknowledgement for positive team-based and individual contributions, achievements and behaviours aligned with our [core values, strategic objectives and priorities](#).

In order to foster a culture of recognition and reward, the Faculty maintains best practice guidelines including suggestions and templates for timely public recognition and reward.

## Coordination & support

Distinguished University and prestigious external awards and prizes build the local, national and international profile of teams, individuals and the Faculty itself.

The Faculty provides coordination and support for teams and staff applying for formal internal and external recognition and reward of benefit to their career development as well as the Faculty's own standing as a national and international leader in health research and education.

The Faculty maintains:

- Clear links to University-wide awards and prizes;
- Faculty awards and prizes 'scaffolded' to distinguished University awards and prizes, supporting teams and staff to build competitive cases for wider University recognition;

- A register of prestigious external awards and prizes; and
- A nominations and awards committee, comprising senior members of the Faculty's community, charged with identifying and supporting teams and staff to apply for prestigious external awards and prizes.

## Further information

- [Faculty of MDHS Recognition & Reward Homepage](#)
- [MDHS Academic Careers @ Melbourne](#)
- [Academic Performance Framework](#)
- [Professional Staff Performance Development Framework](#)
- [University Staff Excellence Awards](#)
- [University Remuneration, Recognition and Working Conditions Policies](#)
- [University Salaries, Loadings and Benefits Procedure](#)
- [Assessing Academic Performance Relative to Opportunity](#)



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*“We will ... develop career progression pathways for all academic and professional staff. This will include ... implementing a reward and recognition program to incentivise and celebrate achievement.”*

Beyond 2018: A Strategic Plan

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