Senate Community Affairs Legislation Committee

ADDITIONAL ESTIMATES - 27 FEBRUARY 2014
ANSWER TO QUESTION ON NOTICE

Department of Human Services

Topic: Communications Staff

Question reference number: HS 60

Senator: Ludwig
Type of question: Written
Date set by the committee for the return of answer: 24 April 2014
Number of pages: 2

Question:

For all departments and agencies, please provide – in relation to all public relations, communications and media staff – the following:

a) How many ongoing staff, the classification, the type of work they undertake and their location?

b) How many non-ongoing staff, their classification, type of work they undertake and their location?

c) How many contractors, their classification, type of work they undertake and their location?

d) How many are graphic designers?

e) How many are media managers?

f) How many organise events?

Answer:

a) and b)

Table 1: Communication Division staff by classification at 28 February 2014

APS/Public Affairs Classification	Headcount
SES Band 2	1
SES Band 1	1
EL2 / PAO4	6
EL1 / PAO3	24
APS6 / PAO2	28
APS5 / PAO1	12
APS4	0
Graduates	2
TOTAL	**74***

* This figure excludes 10 inactive staff currently on extended leave without pay, maternity leave or temporary transfer to another Australian Government department.

Table 2: Communication Division staff by role at 28 February 2014

Role	Headcount
Communication Division Executive and Support	8
Digital Media Section	21
Executive Communication Section	8
Media Section	24
People and Enabling Communication Section	13
TOTAL	**74**

Table 3: Communication Division staff by location and category at 28 February 2014

Location	Ongoing	Non-ongoing	Total
Australian Capital Territory	55	1	56
Victoria	8	0	8
Queensland	3	0	3
South Australia	2	0	2
Tasmania	2	0	2
New South Wales	2	0	2
Western Australia	1	0	1
TOTAL	**73**	**1**	**74**

Table 4: Communication Division staff by category at 28 February 2014

Category	Headcount
Ongoing staff	73
Non-ongoing staff	1
TOTAL	**74**

c) There are currently no contractors in the Communication Division.

d) There are four graphic designers in the Service Delivery Transformation Division. The role of the graphic designers as technical specialists is to translate communication material into visual designs suitable for printing and the online/electronic environment.

e) The department has one Senior Executive Service media manager, the National Manager, Media Management and Executive Communication. The National Manager is responsible for media management, senior executive messaging, emergency response communication and social media.

f) One staff member is responsible for overseeing the management of departmental events. Other staff provide event support when required.