

Senate Economics Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
Treasury Portfolio
 Budget Estimates 2014
 3 June to 5 June 2014

Department/ Agency: ACNC

Question: BET 3320

Topic: Communications Staff

Reference: Written – 12 June 2014

Senator: Ludwig

Question:

3320. 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:

3320.

- a) The ACNC has four ongoing communications staff, one is on long term leave.

A/g El 2.1	Acting Director of Communications Directorate <ul style="list-style-type: none"> • Oversight of public relations, media, communications, events and ACNC website.
APS 6	Communications officer <ul style="list-style-type: none"> • Media liaison, development of materials and communication activities to raise awareness of obligations under the ACNC Act, management of social media accounts, event planning and management and internal communications.
APS 6	Communications officer <ul style="list-style-type: none"> • Media liaison, development of materials and communication activities to raise awareness of obligations under the ACNC Act, management of social media accounts, event planning and management and government liaison.
APS 6	Communications officer <ul style="list-style-type: none"> • Long term leave without pay

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b) The ACNC has one non-ongoing staff member in the Communications Directorate.

APS 4	Communications officer <ul style="list-style-type: none">• Development of materials and communication activities to raise awareness of obligations under the ACNC Act, and management of social media accounts.
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c) The ACNC has one contractor in the Communications Directorate.

Contractor	Media adviser <ul style="list-style-type: none">• Development of materials and communication activities to raise awareness of obligations under the ACNC Act, speaking notes and media liaison.
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d) The ACNC does not employ graphic designers in the Communications Directorate. This work is outsourced to the Australia Taxation Office via a memorandum of understanding.

e) The ACNC does not employ a media manager. The contractor working in the ACNC Communications Directorate is classified as a media adviser and prepares media releases, speaking notes and takes calls from members of the media. In addition to broader duties, the two ongoing APS 6 staff members also prepare media releases and take calls from members of the media.

f) The two ongoing APS 6 staff members organise and manage events periodically as part of their broader duties.