

**CARE Australia  
TERMS AND CONDITIONS  
AUSTRALIA BASED STAFF**

**Position Name: Disaster Risk Reduction and Resilience Advisor**  
**Department: International Programs**  
**Location: Canberra or Melbourne**

**Base Salary Package**

**CARE Band 5  
Starts at \$70,629**

(Excluding 9% superannuation)

The CARE Australia Base Salary Package contains two components:

- A maximum Fringe Benefits component of \$16,050 (see below).
- Remainder to be taken as cash paid into your nominated bank account fortnightly.
- Our competitive and flexible salary packaging options also allow you to further structure your final salary package to best suit your needs. Full details will be given to short listed candidates if requested.

***The fringe benefits component of the salary means the total package has a higher overall commercial value. The commercial value of this salary is approximately \$78,897, dependent upon individual circumstances. To understand how this could impact on you, you may wish to seek independent financial advice.***

***Please Note:*** CARE Australia's salary structure is based on bands and within the bands, five salary points. It is usual for people commencing with CARE Australia to be placed on Point One of the relevant band with further progression through the bands related to the ongoing performance appraisal process. The Base Salary Package listed in this document is Point One for the relevant salary band.

**Employment Details:**

Position is based in the Canberra or Melbourne office. This full time, fixed term position is subject to probation.

**Working Hours:**

All full time employees are contracted on 37.5 hours per week. Each full time employee is expected to work 7.5 hours during the course of a working day.

**Travel:**

Travel as necessary in response to requirements of the position within Australia and/or overseas.

**Entitlements:**

All entitlements are set out in the CARE Australia Contract of Employment. Full employment conditions are set out in the CARE Australia Staff Policy Manual.

**Fringe Benefits:**

CARE Australia is a charity-based aid organisation; a component of salary is packaged as tax-free Fringe Benefits. The maximum Fringe Benefits amount per annum is \$16,050. This is paid fortnightly into your FB account, administered by our Fringe Benefits administration provider. The fortnightly FB credit can be utilised to pay for nominated purchases or expenses. Our provider can also help you package your salary further to suit your needs best. The cash equivalent figure quoted above is based on a tax liability payable only on the cash component of the package.