

## 1.0 Policy Statement

Lower Murray Water (LMW) is committed to attracting and retaining an engaged, high performing and diverse workforce. To support the achievement of this a range of programs have been developed to create pathways between employment opportunities at LMW and education pathways from certificate level qualifications through to university degrees.

## 2.0 Purpose

This policy provides the framework by which a range of programs support the attraction of future talent across disciplines that are critical to LMW's workforce. Programs include apprenticeships and traineeships, Graduate Internship program and University Scholarship positions.

This policy should be used in conjunction with LMW's Diversity, Equity and Inclusion Policy ([CTD/004168](#)), LMW's People Strategy ([CTD/004121](#)) and relevant procedures identified within this Policy.

## 3.0 Scope

This policy applies to the below stakeholders, and they must be notified of any changes to this policy by the Custodian:

- All positions within the People team
- All People Leaders
- Executive Leadership Team

## 4.0 References

- LMW People Strategy ([CTD/004121](#))

## 5.0 Definitions

| Term/Abbreviation | Description               |
|-------------------|---------------------------|
| LMW               | Lower Murray Water        |
| RMS               | Records Management System |
|                   |                           |

## 6.0 Policy/Guidelines

### 6.1 Programs

Three dedicated programs have been developed under Pillar one of LMW's People Strategy' "Developing our People and building a future focused workforce". These programs are:

6.1.1 **Apprenticeships and Traineeships** – This program is designed to engage young people to commence formal training and qualifications to become a qualified tradesperson or corporate officer such as administration, OHS or governance. While mature workers are eligible and will be considered for this program, the majority of Apprentice and Trainee positions will be filled by school leavers.

6.1.2 **Graduate Internship program** – This program supports students who are

undertaking university degrees and have a requirement to complete a work placement as part of the practical component of their studies.

LMW provides opportunities for students to complete their work placement and will educate students on the diverse career opportunities available within the water sector with a potential to convert placements into employment arrangements on completion of studies.

- 6.1.3 **University Scholarship Program** – This program is designed to support emerging talent in the region who are commencing university degrees by providing an opportunity to a blend study and work throughout the duration of their studies.

- 6.2 The program focuses on areas where skill shortages exist such as engineering, finance and Information technology. It allows LMW to invest in the development of a member of our community and increases the chances of them securing full time employment opportunities and returning to the region after completing their studies. Each program has a detailed procedure and is subject to available budgets and resource requirements across relevant division of LMW's workforce.

The People team encourage and support leaders across the organisation to consider and pursue opportunities to utilise these programs through partnering with the business on short- and longer-term workforce planning.

## 7.0 Supporting Documentation

| Doc ID                     | Title                                    |
|----------------------------|--|
| <a href="#">CTD/004284</a> | Apprenticeship and Traineeship Procedure |
| <a href="#">CTD/004273</a> | Graduate Internship Program Procedure    |
| <a href="#">CTD/004286</a> | University Scholarship Procedure         |
| <a href="#">CTD/004168</a> | Diversity, Equity and Inclusion Policy   |

## 8.0 Roles and Responsibilities

| Position       | Responsibility   |
|----------------|--|
| People Team    | To promote and educate Leaders across the business on the opportunities to source talent through collaborating with schools, universities their students.<br><br>Follow the appropriate procedures based on the approach determined by approving General Managers. |
| Executive Team | Seek opportunity to engage talent through the programs outlined in this policy and support leaders to work with Apprentices, Trainees and Students to ensure a positive employment and learning experience.  |
| People Leaders | Provide leadership and guidance to Apprentices, Trainees and Students during their engagement with LMW. Ensuring they have a positive learning experience and gain an understanding of the diversity of career options within the water sector                     |

and LMW.

## 9.0 Document History and Review

It is the responsibility of the Custodian of this policy to ensure it is reviewed as per the review due date listed in the table below and the controlled document metadata within the Records Management System (RMS).

| Version | Date Approved | Review Due Date | Review Notes |
|---------|---------------|-----------------|--------------|
| A       | MAY/2025      | MAY/2027        |              |
|         |               |                 |              |
|         |               |                 |              |

For users of this policy, please alert the Custodian to the need for review if any amendments are required to this policy before the review due date. Only Custodians or their delegates may make amendments, and these must be authorised by the Approver before distribution to LMW.

See the controlled document "Notes" in the RMS for amendments made during reviews.

| Custodian   | Approver                             |
|---|--------------------------------------|
| Senior Manager People, Safety and Wellbeing             | General Manager People and Customers |
| Subject Matter Experts                                  | Endorsed By (if applicable)          |
| Team Leader People<br>HR Business Partner<br>HR Officer | NA                                   |

## 10.0 Location of Document

- Records Management System
- LMW Website