

Overview of the RANZCP

The Royal Australian and New Zealand College of Psychiatrists (RANZCP) is the principal organisation representing the medical specialty of psychiatry in Australia and New Zealand. It is responsible for the best practice training and examination of doctors in the field of psychiatry, and awards the qualification of Fellowship (FRANZCP) to medical practitioners who meet the requirements to practise as qualified psychiatrists.

As a membership organisation, we support a range of events and activities and provide a variety of services to members. We deliver continuing professional development, support and enhance clinical practice, advocate for psychiatrists on a range of policy matters and advise governments and other groups on mental health care.

The RANZCP is a non-profit organisation dedicated to improving the mental health of communities through high quality psychiatric care, leadership, education and advocacy.

The RANZCP has more than 7,000 members, including around 5,100 qualified psychiatrists and almost 1,800 trainee members who are working towards becoming psychiatrists. Of those, there are over 850 New Zealand Members including 210 doctors in training.

Our history

The RANZCP was incorporated in 1963 and was granted the prefix Royal in 1977. To learn more about the College's history, [click here](#).

In 2013 the RANZCP celebrated 50 years of training and representing Psychiatrists.

A range of online resources were produced as part of the celebrations, which reflected on the history of the RANZCP and the future direction of Psychiatry.

Our vision

Improve the mental health of communities through high quality psychiatric care, education, leadership and advocacy.

The RANZCP:

- Conducts a training and examination process for qualification as a consultant psychiatrist
- Administers the Continuing Professional Development Program (CPD) for practicing professionals
- Holds an annual scientific congress and various sectional conferences throughout the year
- Supports continuing medical education activities at a regional level
- Publishes a range of journals, statements and other policy documents
- Liaises with government, allied professionals and community groups in the interests of psychiatrists, patients and the general community.

Links to a selection of these resources can be found below:

[Video: Reflections on Psychiatry](#)
RANZCP Fellows, trainees and staff talk about their work and the future of psychiatry.

[Profiles of RANZCP Presidents](#)
Find out more about the men and women who have shaped the RANZCP.

[Historical photo galleries](#)
View photos from the RANZCP 's archives, from the 1940s to the present day.

Our employees

Working environment

The RANZCP currently employs over 110 staff. Our employees are our most important asset. At the RANZCP, a range of initiatives are offered to support employees in their work as well as recognising the achievements and contributions of individuals and teams.

Work locations

Head Office is located in modern, open-plan office space at 309 and 313 Latrobe Street in the heart of the Melbourne CBD.

Our fantastic New Zealand office is located in Wellington, in a convenient and highly desirable location with cafes, restaurants and shops right at your doorstep.

Interstate Australian offices are based in Sydney, Brisbane, Adelaide, Perth, Hobart and Canberra.

Employment conditions

Employees are engaged under terms and conditions of common law. A full copy of this agreement is provided with a letter of offer, Employee Handbook, and Health and Safety Handbook to all New Zealand employees prior to their commencement.

Employee benefits

Monthly Rostered Day Off

The RANZCP is committed to our employees' mental and physical health and wellbeing and offers opportunities to promote a healthy work-life balance.

We offer all eligible staff one paid day off work per calendar month worked (calculated on a pro-rata basis for part-time employees). Employees are not required to accrue additional hours to qualify.

Working hours

Working hours for a full-time employee are 37.5 hours per week. Normal business hours are between 8.30am and 5.00pm from Monday to Friday, including a one-hour lunch break.

Leave loading

A leave loading allowance of 17.5% is payable annually in one lump sum in December of each year.

Long service leave

A total of 13 weeks long service leave is available following 10 years of service.

Parental leave

Eligible employees receive paid parental leave in addition to the standard provision of 52 weeks unpaid leave and other government funded allowances. In accordance with the Staff Leave policy employees are entitled to six weeks paid maternity leave and one week's paid partner leave.

Personal leave

A total of 10 days personal leave is allocated to each employee, per year which can be utilised for personal sick leave or carers/family leave. The leaves are accessible upon commencement of employment.

Annual leave

All RANZCP employees receive an annual leave of four weeks per annum, which starts to accrue from their first day of employment.

Bereavement leave

NZ employees are entitled to 3 days' compassionate leave in the first instance and 2 days for each subsequent event when an immediate family or household member dies or suffers a life-threatening illness or injury. Bereavement leave can be taken as a single continuous 2-day period or 2 separate periods of 1 day each.

Annual salary benchmarking

A benchmarking exercise of employee salaries is completed annually, with reviews payable in November of each year. Benchmarking is based on several factors including CPI (Consumer Price Index), market movements, external benchmarking of similar organisations, affordability, and budgetary constraints.

KiwiSaver

KiwiSaver is a voluntary savings scheme to help set you up for your retirement. You can make regular contributions from your pay or directly to your scheme provider. If you choose to opt-in, the college will also contribute to your KiwiSaver as per the statutory requirement.

Holiday period at the College

The Board, in conjunction with the Chief Executive Officer reviews a number of gifted leave days to RANZCP staff as an appreciation for their efforts throughout the year between the Christmas/New Year office closure period.

Member Extras program

The RANZCP offers all employees access to the Member Extras program. Staff and RANZCP members can enjoy exclusive discounts and offers on a number of products and services across automotive, travel, business, health & wellbeing, entertainment and shopping categories.

Learning and professional development opportunities

Through annual performance planning, training and development plans are formed which serve as the basis for identifying development needs. Employees are given the opportunity to attend in-house and external programs to enhance their professional and/or personal development. The RANZCP also considers applications for study assistance, study leave and professional membership and subscriptions on an individual basis.

Staff Service Recognition Program

We provide our employees with a Staff Service Recognition Program to acknowledge and reward contributions and service to the College. Staff service anniversaries are recognised for permanent and fixed term employees when they reach 3, 5, 7, 10, and 15 years of service.

Health and wellbeing

The RANZCP runs various Health and Wellbeing initiatives for employees, including seminars, flu vaccinations, fruit boxes and yoga classes.

Employee Assistance Program - external support

Our Employee Assistance Program (EAP) is a fully complimentary and confidential counselling service, service available to all RANZCP employees and their immediate family members.

End of month social drinks

A staff social function is generally held at the end of each calendar month. This workplace activity offers staff the opportunity to socialise with colleagues across all departments in an informal setting.

Staff Socialisation Program

RANZCP is enthusiastic about creating opportunities for its staff to participate in activities that promote a culture of recognition and personal development as well as enhancing employee satisfaction and motivation. The aim of the Staff Socialisation Program is to develop further opportunities for staff and management to interact in sociable and creative activities outside of the work environment to further enhance interpersonal relationships, teamwork and productivity.

To find out more about current employment opportunities, please contact our Human Resources department on 03 9640 0646, email recruitment@ranzcp.org or visit www.ranzcp.org.

Benefits summary

| Employment term | Statutory minimum New Zealand | RANZCP NZ and Australian Employees |
|--|--|---|
| Rostered day off | 0 | 12 days pa* |
| Personal leave (sick and carers leave) | 10 days pa* accessible after completion of 6 months' service | 10 days pa* accessible upon commencement of employment |
| Annual leave | 20 days pa* after 12 months continuous service | 20 days pa* accruing on a 4-week basis and is credited monthly |
| Annual leave loading | 0 | 17.5% |
| Bereavement leave | 3 days first occasion then 1 day for subsequent occasion | 3 days first occasion then 2 days per subsequent occasion |
| Long service leave | 0 | 13 weeks upon completion of 10 years' service |
| Working hours p/wk | 40 hours* | 37.5 hours* |
| Employer paid Parental leave | 0 | 6 weeks RANZCP paid leave and applicable Govt. paid leave |
| Employer-paid Paternity leave/ Partner leave | 0 | 1 week RANZCP paid leave and applicable Govt. paid leave |

* Full time equivalent – pro rata for part-time employees