

ITEM NAME:

THQ ON THE MOVE

SHIP TO:

261-265 CHALMERS STREET
REDFERN NSW 2016



THQ Relocation Update

In this issue of *On The Move*, we catch up with Camille Kajda from Mission and Resource (Corps) about preparing for relocation as a team. We also bring you an exciting report on IT's new video conferencing project.

Important: Revised Move date

It is hoped that we will be able to move into Redfern THQ building late March-April - excluding Easter weekend - subject to full completion of the building works and commissioning.

Naming of the new THQ Meeting Rooms

There's still time to submit your ideas for potential names for our eight large meeting rooms at the new THQ. Submitted meeting room names will be collected and assessed with the best ones going to the Steering Committee for consideration.

How to get involved:

1. Pick a meeting room name that you feel represents the heart of The Salvation Army
2. Submit your meeting room name idea to THQRelocationEnquiries@ae.salvationarmy.org along with your name, department, and role.
3. You can enter more than one idea, please encourage your team members to get involved too.

Submissions will close on **Friday December 4th**.

Building progress

Building and fit-out works are continuing to move ahead as per schedule. In the latest builders report, Grindley outlined the following activities that are currently underway:

Level 1

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- Continue undercoat to concrete soffits
- Floor topping
- Air-conditioning unit installations
- Installation of cables (communication, electrical, AV & Fire)
- Wet-area finishes

Level 2 & 3

- Installation of cables (communication, electrical, AV & Fire)
- Air-conditioning unit installations
- Wet-area finishes
- Pipework for Mechanical Units
- Complete floor topping (Level 2)
- Undercoat to soffits
- Installation of partitions
- Installation of Structural Steel between levels 2 & 3

Things are rapidly moving ahead on site and we will have some new pictures of the work being completed in the building in our next issue of the newsletter.

EDMS status update

EDMS champions from each department have completed their training and will be the first point of contact for staff working in their department.

The champions will continue to receive regular tips from the IT training team to ensure their support knowledge is of a high level and equips them to provide the best possible support for their team.

EDMS champions are:

- Alice Meng – Business Administration
- Neil Hide – Mission and Resource (Social)
- Michelle Bolton – Mission and Resource (Social)
- Sarah Giordano – Finance
- Sophia Masur – Communications and Fundraising
- Stacey Punz – Property
- Steven Smith – Strategic Change Unit
- Sam Morton – Human Resources

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- Trish Chin – Human Resources
- Kristy Asiriah – International Development
- Juliana Lan – Communications and Fundraising
- Vaughan Olliffe – Mission and Resource (Social)
- Edwin Spindler – Communications and Fundraising

Video conferencing project

IT is currently sourcing a video conferencing solution to replace the myriad of solutions being used across the Australia Eastern Territory. At present, different departments are sourcing their own solutions, using programs such as Skype and Adobe Connect. IT aims to replace this system with a single program, delivering better service and value to users.

Non-negotiable features of the chosen system will include high-resolution voice and video. It must also integrate with existing software, be compatible with smart devices and tablets, auto-scale to internet speed and support Townhall-style presentations.

IT is currently in the process of selecting a vendor and expects to be able to deliver a solution in early 2016.

Centralisation of stationery orders

All departments are reminded that stationery for THQ is now managed through one purchasing point. Each department should nominate one person to lodge stationery orders with Nadia Swensen, Post Office Coordinator.

Transitioning to the new work environment

Spotlight on Mission and Resource (Corps)

We chatted with Camille Kajda from Mission and Resource (Corps) about packing and preparing for relocation as a team.

Tell us briefly about your team. We're a team of resource developers, trainers and coaches, who have a mandate to help the dream of "every Salvo a disciple-maker", become a reality. So we look to see every Salvo in the territory confident, passionate and equipped to help others become lifelong disciples of Jesus. So, we're here to serve you and we're here to help.

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Describe your team in five words. Fun, vibrant, energetic, unique, enthusiastic.

How is your team preparing for the relocation to Redfern? We're preparing by packing up boxes, packing up personal belongings from our desk. We're also transitioning to EDMS, so to prepare for that we've done an EDMS refresher with our whole team that Tony (Beale) conducted with us. We're also helping each other pack up together, so it's definitely a team thing that we're trying to do.

What are you looking forward to most about the relocation? Our team is looking forward to trying out new cafés. Everyone's also looking forward to having the park right across from us to potentially go and have lunch. I think that's what everyone's looking forward to – new places to try.

What do you anticipate will be the hardest part of the relocation? The fact that there aren't many places to shop. People like the city, where we are now, because they can run errands between work.

How are you making the transition easier within your team? We're making it easier by working collectively. Once we see that someone is starting to pack up an area of their office or an area in our compactus, a lot of us tend to jump in and help each other, so it doesn't feel like someone's taking on one load for their department or their team.

As we move into the new, open-plan office, how can other teams support Mission and Resource (Corps)? By encouraging and motivating us when they see that we're very well underway preparing for an event. When it comes time for the Youth and Children's Team to plan an event, it can get a little chaotic, there can be a lot of things around the office, but it would be really good for other teams around us to support and encourage us during those busier times.

How will sharing a floor with other teams improve the way you work? It will be good for us, particularly with Mission and Resource (Social). We work closely with them, and because we're going to be a lot closer in the office space, it will mean our ties will be stronger with them. We're looking forward to developing stronger relationships with all the teams that we get to share a space with.

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Have questions or want to know more?

- If you have any questions please talk to your representative on the Change Management Consultancy Committee so that we can have the opportunity to know your concerns and hopefully respond to them. Alternatively you can email them to THQRelocationEnquiries@ae.salvationarmy.org
- A register of FAQs can be found here: [THQ Move FAQ Register](#)
- If you have missed a prior issue of the newsletter, [you can find past issues here.](#)
- Visit our dedicated THQ Relocation pages on mySalvos at my.salvos.org.au/thq-move

What's next?

Our next and final issue for 2015 (on Monday 7th December) is not to be missed. We'll round up status reports on all facets of the relocation and take a look at how Redfern prepares for Christmas.