

NZIQS Career Break Policy

Effective 27 May 2020

Contents

1. Purpose
2. Policy
3. Membership Benefits
4. How to Apply

1. Purpose

The Career Break policy is to encourage members to retain their membership of NZIQS during an extended period of leave from paid employment. This helps members keep up to date and connected with colleagues and industry knowledge.

2. Policy

- A career break is defined as taking leave from work for at least 6 months, or other length at the discretion of the Executive Director.
- A career break may include paternal leave, taking care of your own or another family member's health, unemployment, studying full-time, doing voluntary work overseas or in other circumstances at the discretion of the Executive Director
- This does not apply to Retired members as there is a separate Retired membership category in place.
- Reduced membership fees apply during the career break:
 - a. 75% discount for members who are unemployment
 - b. 100% discount for other career breaks over 6 months

3. Membership Benefits

- Members retain their current membership level. However, the Membership Committee has the discretion to require a MNZIQS to attend an interview if they believe they have been out of the workforce and not practicing as a QS for a length of time.
- Members continue to receive all membership benefits e.g. receive newsletters, attend events at reduced member rates, use the Member Benefit App and retain login access to the website
- Registered QS may retain their status but need to fulfil their CPD requirements while on a career break
- Members on a break are advised to create a CPD plan to get up-to-date with latest practice

when returning to work

4. How to Apply

- Complete the attached Career Break Subscription Form and return to accounts@nziqs.co.nz
- You can apply in advance of taking the career break
- This exemption can be extended at the discretion of the Executive Director for a maximum of 2 years if the member is still not in the workforce.

5. Review

<u>Version Control</u>	<u>Reviewed</u>	<u>Council Approved</u>
Version 1.0	April 2018	11 April 2018
Version 2.0	May 2020	27 May 2020

6. Appendices

- (a) Career Break Application Form

NZIQS Career Break Application Form

YOUR DETAILS

Name Click or tap here to enter text.
NZIQS Membership Code (Mxxxx) Click or tap here to enter text.
Email Click or tap here to enter text.
Address Click or tap here to enter text.
Phone Number Click or tap here to enter text.

CAREER BREAK EXEMPTION

I am applying for a Career Break reduction under the following circumstances:

- Unemployed Date Unemployment started: Click or tap here to enter text.
 Paternal Leave Date Paternal leave started: Click or tap here to enter text.
 Studying Full-time Date Study started: Click or tap here to enter text.
 Ill health (own or family member)
 Other Details: Click or tap here to enter text.

DECLARATION

I hereby apply for a subscription exemption/reduction under the NZIQS Career Break Policy.

I declare that the information I have given in this application is correct and that the granting of a Career Break subscription reduction is at the discretion of the Executive Director.

Signed: Click or tap here to enter text.
Name: Click or tap here to enter text.
Date: Click or tap here to enter text.

FORWARD APPLICATION TO: accounts@nziqs.co.nz

Or mail to: Accounts, NZIQS, P O Box 10469, Wellington 6140

OFFICE USE ONLY

% reduction: Click or tap here to enter text.

Signed: Click or tap here to enter text. Date: Click or tap here to enter text.

Invoice updated Confirmation email Memnet updated