

The Highlanders' Museum Fair Work First statement.

The Highlander's Museum is committed to the Scottish Government's Fair Work First principles. (FWF)

FWF is central to achieving the Scottish Government's priority for sustainable and inclusive growth, especially as Scotland transitions out of the COVID-19 pandemic and into a period of economic recovery and renewal.

Fair Work is more important than ever and the Museum will continue to build on our best practices around -

Employment, we will continue to work on our robust recruitment and employment practices through resources, training, advice, and the Scottish Government guidance on Fair Work First

Procurement. We will work with those whose services and goods we buy on following FWF principles and provide them with this FWF statement.

Below are The Museum's 5 dimensions of Fair Work First. As these will change as the Museum develops we will review them, therefore your views or comments are welcome and to do this please contact info@thehighlandersmuseum.com by email or phone (01313108701)

References –

– [Fair Work First Scottish Government Guidance September 2021.](#)

- [Scottish Enterprises - Fair Work Employer support Tool](#)

1/ Effective voice

Staff have the opportunity to contribute ideas, to be listened to and be able to make a difference.

We will achieve this through -

- Open communication and feedback channels.
- Staff surveys.
- Through regular individual and team meetings.
- Encouraging physical and mental wellbeing, for example through flexible working requests.

2/ Security

Job security, fair contracts, stable and predictable wages, predictability of working hours, paying at least the Real Living Wage.

We will achieve this through -

- Not using inappropriate zero-hours contracts.
- The Museum Board are working towards paying of the Real Living Wage as minimum in 2023.
- Using the Museums Galleries Scotland [Fair Work recruitment checklist](#) for designing jobs.
- [Museum Association Salary guidelines](#) November 2023. The Museum Board are aware of the update salary guidelines and are implementing them.

3/ Opportunity

All staff to have access to fair work, training and progression for all.

We will achieve this through -

- By continuing to develop our equal opportunities employment strategies.
- The Highlanders' Museum is a Learning organisation and we will agree an annual Training and Development plan with all employees.
- To develop career opportunities and apprenticeships.
- Consider hybrid working approach for some or all staff.
- Inclusivity we will explore barriers and opportunities to improve inclusion.
- We will invest in workforce development through programming, vocational learning, and professional development.
- Create a more diverse and inclusive workplace through recruitment best practice.
- Regularly engage with a wide range of partners and stakeholders.

4/ Fulfilment

We will continue to work and develop ways to use Museums staff's skills and take responsibility for their work.

We will achieve this through -

- Roles with clear responsibilities/objectives.
- Development plans, opportunities to stretch.
- The Museum rewards and recognises good work through discussion and affirmation and good line management relations.
- Understanding what motivates people as individuals..
- Joint and solution-based problem solving.

5/ Respect

The Museum is a valuing workplace and understand that staff work best through respectful relationship at all levels.

We will achieve this through -

Recognising the importance of health, dignity and wellbeing, staff efforts, contribution and work life balance.

- Wellbeing Jointly agreed Wellbeing strategies.

- Flexible Working where possible.
- Accessible line management and Director.
- Signposting and discussion about support services.
- A welcoming and inclusive workplace which engenders healthy and happy working relationships.

The Highlanders' Museum Board of Directors.

February 2023.