

MAJOR EVENTS AND INCIDENTS GROUP SUPPORTS **READY, WILLING AND ABLE**

A new addition to the MEIG team has hit the ground running.

Samantha Smith commenced employment as an administrative support officer in the MEIG just before Christmas 2011 after learning of the opportunity through the Ready, Willing and Able initiative.

As the period between Christmas and Easter is the busiest for MEIG, Samantha had to hit the ground running and throughout her induction has shown a commitment to learning the role and keeping up the fast pace.

Samantha is responsible for general administration, records management, clerical and keyboard support. She also provides administrative support with a customer service focus to all

business units within the MEIG and also to any units requiring MEIG assistance.

Her role makes a valuable contribution to the scheduling and recording of all command meetings.

Peter Newman, Executive Officer said Samantha has already made a positive impact on her colleagues.

"Sam has picked up the role and made it hers," Mr Newman said.

"She learns new tasks quickly and keeps notes on every aspect of the role."

Insp Mathew Heysmand, A/Staff Officer said Samantha was a pleasant addition to the working environment.

"She fits in well and has no trouble learning new tasks," Insp Heysmand said.

Having quickly established herself as a valued member of the MEIG, Samantha will continue to develop additional skills and knowledge to allow her to provide support in other areas.

What is Ready, Willing and Able?

Ready, Willing and Able is a government initiative to provide sustainable employment opportunities for people with a disability, and is fully supported by the Commissioner.

Seven people with a disability have already been employed within six commands under the Ready, Willing & Able program. All commands can support this initiative by identifying entry level positions or other positions that may be suitable.

Assistance for recruitment is obtained from specialist disability employment services, which also provide ongoing support if required.

Targeted positions do not have to be advertised but the appointee must have the greatest merit of the eligible applicants.

This is a great advantage as it allows placement to occur in a quicker timeframe than under normal recruitment processes.



MEIG's newest administrative support officer, Samantha Smith

The Workplace Relations & Equity Unit will work with commands in determining appropriate positions and will nominate suitable candidates through the identified disability service providers. Initial and ongoing support, information, training and equipment, if necessary, will be provided through the nominated disability agency in consultation with WREU and the respective commands.

For enquires please contact Workplace Relations & Equity Unit on ph: 29097 / 8835 9097 or via email at: #HRDISABILITY

	11 Mar	Maria Mulford A major pat on the back to the guys and gals in blue for their efforts at the Future Music concert last night. They had more than their hands full but handled each situation with the utmost professionalism. I didn't envy them and wouldn't do their job for quids.....You did us proud.
	8 Mar	Donna Hilliard Thank you to the great caring police officer who helped me and my sister yesterday. Couldn't have done it without you.
	4 Feb	Wendy Manna To all the people in the flood watch areas on high alert please stay safe and to the NSW Police Force keep up the excellent job of protecting the communities at risk.
	29 Mar	Eleanor Harrison Great job to Quakers Hill police! They arrived at my house within minutes of calling 000 last night for a break in!