

APPENDIX A. APPOINTMENT POOLS

Where required, an appointment pool may be established. Being selected to the pool means the applicant has been assessed as suitable and competitive, and therefore able to be appointed. It does not guarantee appointment. Appointments are made from the pool as vacancies arise during the life of the pool.

Pools may be used when a large number of similar vacancies are likely to become available; for example, preparation for the foundation year of a new school or where there is an expected high turnover of staff.

When a pool is constituted, there will be a single point of entry and operates for the duration of time (usually 12 months) from the date it was constituted. Entry into the pool occurs at the point it is constituted and cannot occur throughout the duration of the pool.

Appointment to a position from a pool depends on:

- availability of vacant positions;
- the Department's workforce diversity needs;
- whether applicants are matched to a suitable vacancy;
- applicants' preferences; and
- whether an applicant accepts the offer.

Applicants may lodge an application for review under the breach provisions of the *Public Sector Management Act 1994* at the point where a decision is made to constitute the pool. Applications for review cannot be made with respect to the matter of placement from the pool or the appointment process.