

Ways of Working

Effective date: 1 July 2026 | Version 1.0 | Policy owner: Justin Hoang, Founding Director

Our Way of Working

Hummingbird™ META operates as a fully remote, telecommuting organisation, with the Founding Director and all Hummingbird Certified Mentors based across multiple Pacific time zones — Australia, Fiji, Samoa, Tonga, and Palau. There is no central office requirement. Team members and mentors set flexible working hours suited to their own context and to mentee and participant availability, coordinating core touchpoints — check-ins, reporting deadlines, and training sessions — across time zones by mutual agreement. This flexible, remote-first structure is Hummingbird's standing practice, not a temporary accommodation, and applies equally to any future employees.

Review

This note is reviewed annually by the Founding Director.