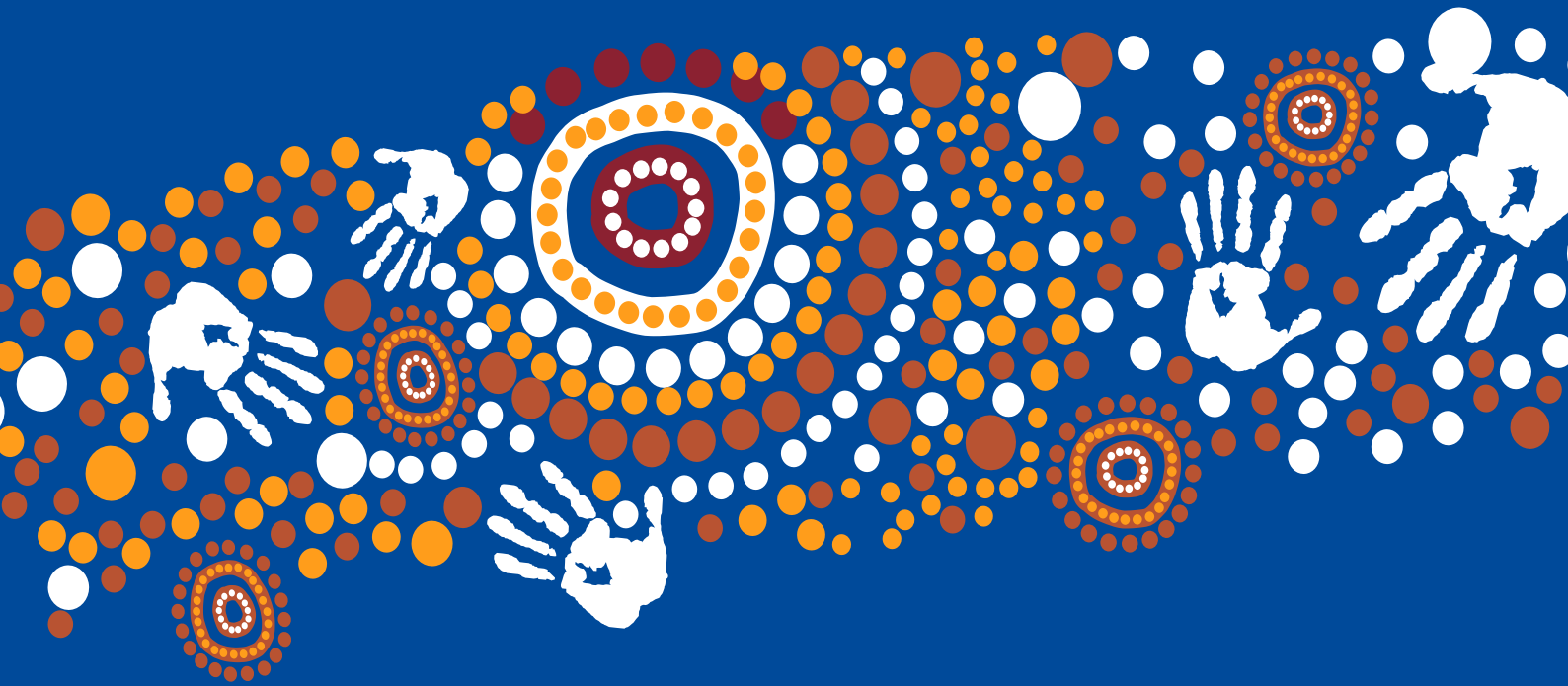


FEBRUARY 2018–2020



RECONCILIATION

– ACTION PLAN –



St Vincent de Paul Society
good works



RECONCILIATION
ACTION PLAN

INNOVATE



- CONTENTS -

Artist Acknowledgment.....	3
NSW President and CEO Message.....	4
Our Vision for Reconciliation.....	5
History of the Society's Aboriginal and Torres Strait Islander Peoples Engagement.....	6
Our Organisation.....	7
Reflection on our Mission and Vision.....	8
Our RAP.....	9
Priority Areas.....	10
Relationships.....	10
Respect.....	15
Opportunities.....	20
Tracking Progress & Reporting.....	23



– ARTIST ACKNOWLEDGMENT –

Traditional Koori artist, proud Gamilaroi man and 2015 NAIDOC Artist of the Year Daren Dunn has designed unique artwork for the St Vincent de Paul Society NSW.

Raised in the NSW town of Dubbo, Daren had an insatiable appetite for learning and would sit closely with Uncles and Aunties learning the stories and symbols of traditional Koori Art.

In 2006, Daren became a full-time artist and since then has combined art with his passion for sport, producing custom designs for some of the world's most prominent people including hand-painted cricket bats for the Duke and Duchess of Cambridge. He has also exhibited and sold art to collectors around the world. Daren also runs the "Get Black on Ya Feet" program which connects Aboriginal and Torres Strait Islander youth back into traditional art and culture.

Daren's work reflects our belief that the reconciliation journey is one of conversations. The circular patterns symbolise the camp-fire while the hands symbolise belonging. We are very proud to have Daren's work as the centrepiece of our RAP design.

darendunn.com.au



St Vincent de Paul Society
good works



– MESSAGE –

FROM NSW PRESIDENT DENIS WALSH AND CEO JACK DE GROOT



St Vincent de Paul Society
NSW President, Denis Walsh



St Vincent de Paul Society
NSW CEO, Jack de Groot

St Vincent de Paul Society NSW ('the Society') is honoured to be adding a strong voice to reconciliation in our nation with the publication of this Reconciliation Action Plan (RAP). The Society has had deep connections with Aboriginal and Torres Strait Islander communities for many decades and is committed to being guided by Traditional Owners, Elders, organisations and communities on how best to advance reconciliation.

We will ensure constant attention is paid to our commitments and obligations. We are a practical organisation with a strong work ethic. As part of this RAP we have identified the need for a formalised stakeholder and engagement strategy to ensure we are delivering our services and fulfilling our vision for reconciliation to the best of our ability.

This Innovate RAP contains three priority areas of Respect, Relationships and Opportunities and the Society is confident that all aspects of our work will be strengthened as a result of this focus.

We commit to provide Aboriginal and Torres Strait Islander peoples with employment and professional development opportunities. We will also diversify our procurement policy to provide more opportunities to work with Aboriginal and Torres Strait Islander businesses. St Vincent de Paul Society NSW is a signatory to the Australian Council of Social Service Principles which strives for a partnership-centred approach between NGOs and Aboriginal and Torres Strait Islander peoples and organisations when tendering for program funds and engaging in the delivery of services or development initiatives in Aboriginal and Torres Strait Islander communities.

For our RAP to be successful, there will be accountability in all areas of our work and a strong measurement framework to track our progress. We are grateful to Reconciliation Australia for their expert guidance as we developed this RAP and look forward to a long and rewarding partnership.

As part of our RAP development, the Society has drafted its own Acknowledgment of Country and these words will be at the core of our reconciliation work:

We acknowledge the Aboriginal and Torres Strait Islander peoples, the Traditional Custodians of this land, with deep respect. May the Elders, past and present, be blessed and honoured. May we join together and build a future based on compassion, justice, hope, faith, and reconciliation.

OUR VISION FOR – RECONCILIATION –

The St Vincent de Paul Society NSW's vision for reconciliation is for a just and equitable society. Our vision is firmly based on our core mission to offer a hand up to people experiencing disadvantage and to shape a more compassionate society.

We are acutely aware that many Aboriginal and Torres Strait Islander peoples experience discrimination and disadvantage at levels that cause great sorrow and shame to many Australians. At the Society we are deeply troubled by the extreme poverty, unemployment, poor health, and lower life expectancy experienced by our country's First Peoples. We pledge that with this and future RAPs, the Society will deliver reconciliation actions aimed at closing social and economic gaps in order to make a substantial difference in the lives of the people we engage, employ or assist.

We have the capacity to start thousands of conversations across NSW as our members, volunteers and staff go about their daily work. These conversations will build a foundation of respect for diversity and inclusion. We will foster a spirit of trust and mutual appreciation throughout the entire organisation, in all departments and across all geographic locations. We will engage in cultural awareness training to ensure our members, volunteers and staff work in culturally appropriate and accessible ways that will become ever stronger and more embedded throughout the life of this RAP. We will also make every effort to ensure our workplaces and facilities are regarded by Aboriginal and Torres Strait Islander peoples as culturally safe places to work or engage with our services.



We seek to be reconciliation leaders in the non-government sector and use our reputation and influence to advocate for stronger recognition and respect for the cultures, spirituality, resilience and special identity of Australia's First Peoples. We will work tirelessly, to extend a hand up with dignity, hope, love, justice and compassion while valuing Aboriginal and Torres Strait Islander peoples' resilience, strength and ageless connection with the land upon which we all live and work.



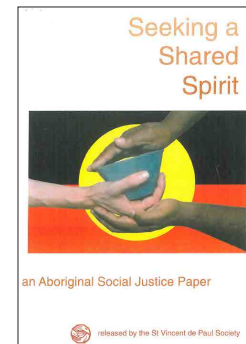
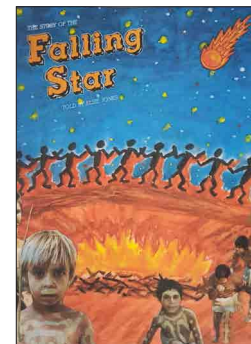
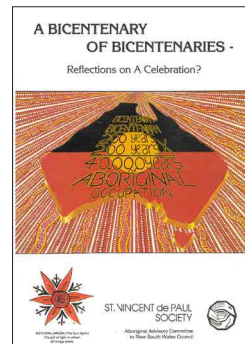
- HISTORY -

OF THE SOCIETY'S ENGAGEMENT WITH ABORIGINAL AND TORRES STRAIT ISLANDER PEOPLES

The St Vincent de Paul Society has a long history of working with Aboriginal and Torres Strait Islander communities across NSW. In the early 1970s the Society formed the Aboriginal Committee in Redfern. Over the next decade the Society worked in partnership with Redfern Parish to provide food and other material assistance for the Aboriginal community at Redfern and other parts of Sydney.

In 1981 the State Council set up the Aboriginal Advisory Committee and cultural training and awareness was provided across NSW. However by 1988 in the "Bicentenary of Bicentenaries" document it was honestly admitted that "from the outset it was clear there were a number of issues within the Society itself that had to be addressed first. The attitudes of certain Conferences and Centres/Shops had to be examined and hopefully changes introduced"

The Society was confronted by the realisation that prejudice as present among some members and immediate efforts began to combat this. Across NSW, outreach and reconciliation events were hosted by the Society. Older members tell of engagement events in country NSW where Aboriginal and non-Aboriginal people met for the first time as



equals rather than as one person receiving charity from another.

In the late 90s on a request from the Western Land Council, the Society gave \$40,000 to a community development project at Wilcannia, which published a children's book that not only encouraged children to read but also recorded words from the local Paakkantji language that was in danger of dying out. "The Story of the Falling Star" would go on to win the Australian Publishers Children's Book of the Year Award.

In 2000 the Society published the "Seeking a Shared Spirit" document which was a powerful social justice statement.

We wrote, "The St Vincent de Paul Society, along with other charitable institutions, has at times fallen into the

trap of treating Aboriginal and Torres Strait Islanders as welfare cases rather than as brothers and sisters with whom we share a spiritual bond. We are sorry for any pain or hardship we have caused...We all need to listen to what Aboriginal people say about their relationship to the land so that true healing and reconciliation can take place...Concepts such as 'practical reconciliation' and claims Aboriginal people already enjoy more benefits than other Australians should be refuted and organisations like the St Vincent de Paul Society need to be part of this process of truth-telling."

Eighteen years later our commitment to truth-telling remains undimmed as we celebrate the launch of our first Reconciliation Action Plan.

- OUR ORGANISATION -

St Vincent de Paul Society NSW is a member and volunteer based organisation that has been assisting marginalised and disadvantaged people across NSW for more than 135 years.

The Society was founded in post-Revolution France in 1833 by 20-year-old Frederic Ozanam who wanted to make a difference to the poverty and disadvantage that he saw around him. In just 20 years his passion would become a worldwide movement. In 1881, a Scottish migrant named Charles Gordon O'Neill founded the first St Vincent de Paul Society Conference in NSW at St Patrick's Church Hall in The Rocks, Sydney.

Today the St Vincent de Paul Society NSW is divided into 10 Central Councils which are made up of 58 Regional Councils. We have 390 local member networks, known as Conferences, across the State. The core of Conference members' work is visiting and assisting people experiencing disadvantage, in their homes, hospitals, nursing homes, prisons, detention centres and in our services. We are one of the few remaining charities where members still visit people in their homes.

Today there are close to 25,000 members and volunteers providing vital support to people experiencing disadvantage including food parcels and vouchers, financial assistance, help with energy bills and other debt, budget counselling, school items for children and the provision of other material items such as furniture, clothing, bedding, and other household items.

In the 2016-2017 financial year the Society provided over \$25 million worth of assistance to people in need across NSW.

The Society is also a leading supplier of community services and has 115 services across NSW, including homelessness and assisted accommodation services; assistance to people seeking asylum, migrants and refugees; home, hospital, prison and detention centre visitation; Vinnies Shops and assistance centres, mental health programs; youth services; disability services (including Ability Links and Local Area Coordination for the National Disability Insurance Scheme); drug, alcohol, and gambling counselling and rehabilitation services; financial counselling, and food assistance. Our emphasis is on early intervention and our goal is for people we assist to live independently, but supported in secure accommodation.

St Vincent de Paul Society NSW employs over 1900 people. Currently 41 members of staff identify as Aboriginal and/or Torres Strait Islander (~2.16%).

The Society conducts all of its work with a drive to see an Australia transformed by compassion and built on justice. As a caring lay Catholic charity offering "a hand up" to people experiencing disadvantage, we advocate on several pressing social justice issues such as homelessness, housing affordability, energy and cost of living, poverty and people seeking asylum. We live and work with the ideals of respecting human dignity, sharing hope, and encouraging people to take control of their own destiny.

– REFLECTION –

ON OUR MISSION AND VISION

BY LEO TUCKER – DIRECTOR OF MISSION

As the Director of Mission for St Vincent de Paul Society NSW, I am privileged to witness firsthand the daily commitment shown by our members, volunteers, and staff to shape a more just and compassionate world.

That commitment is at the very core of our Mission as a lay Catholic organisation aspiring to serve with love, respect, justice, hope and joy. We are guided by the vision of helping people take control of their own destinies.

Our history and reputation are grounded in the Catholic faith and for many of our members, volunteers and staff, faith and spirituality play a significant role in their lives and work. In this we are mindful and welcoming of the diverse society in which we all live and seek to make a difference in the lives of all people, regardless of their religious or non-religious beliefs.

This Reconciliation Action Plan has been developed with abundant love and respect and I am very proud to help bring it into existence.

The artwork throughout this document was designed especially for the Society by Daren Dunn, a traditional Koori artist and proud Gamiliaro man.

His work resonates with our belief that reconciliation is a journey for all of us here at the Society to take and the conversations that come up along the way. The circular patterns symbolise the camp-fire while the hands convey a sense of belonging.

In the St Vincent de Paul Society hands symbolise that we belong to a spirituality which is practical, relational, and engaging. Our tradition is grounded in an open and inclusive faith which provides and shares living hope to all we meet, all we assist, and all we care for. Our logo reflects this with three hands; one that offers the cup of love and compassion, the hand of need that accepts the cup, and the hand of the sacred that blesses the cup.

Our founders believed dignity is expressed by the presence of God in every human being. They saw all people as sacred with basic rights such as food, clothing and shelter. They also believed in the right to freedom and self-determination, the right to participate in society, and to thrive and contribute.

Pope Francis calls on us to “foster a culture of encounter.” We believe this attitude of reconciliation and healing is life giving and is explicitly expressed in our vision of a “hand up”.

Reconciliation and healing live in the heart of our shared vision for all our members, volunteers and staff. Many steps have been taken in the past and many steps lie ahead as we share our stories. But this journey cannot proceed without us expressing our deep sorrow and sincere regret for the injustices of the past.

At the St Vincent de Paul Society NSW, we advocate for a future where all Australians have the opportunity to achieve their full potential. We aspire to alleviate injustice,

overcome disadvantage, and respect Aboriginal and Torres Strait Islander peoples’ right to equality and self-determination within the life of the nation. Our hope is for a united Australia that respects this land of ours; values Aboriginal and Torres Strait Islander heritage, cultures and spirit; and provides justice and equity for all.

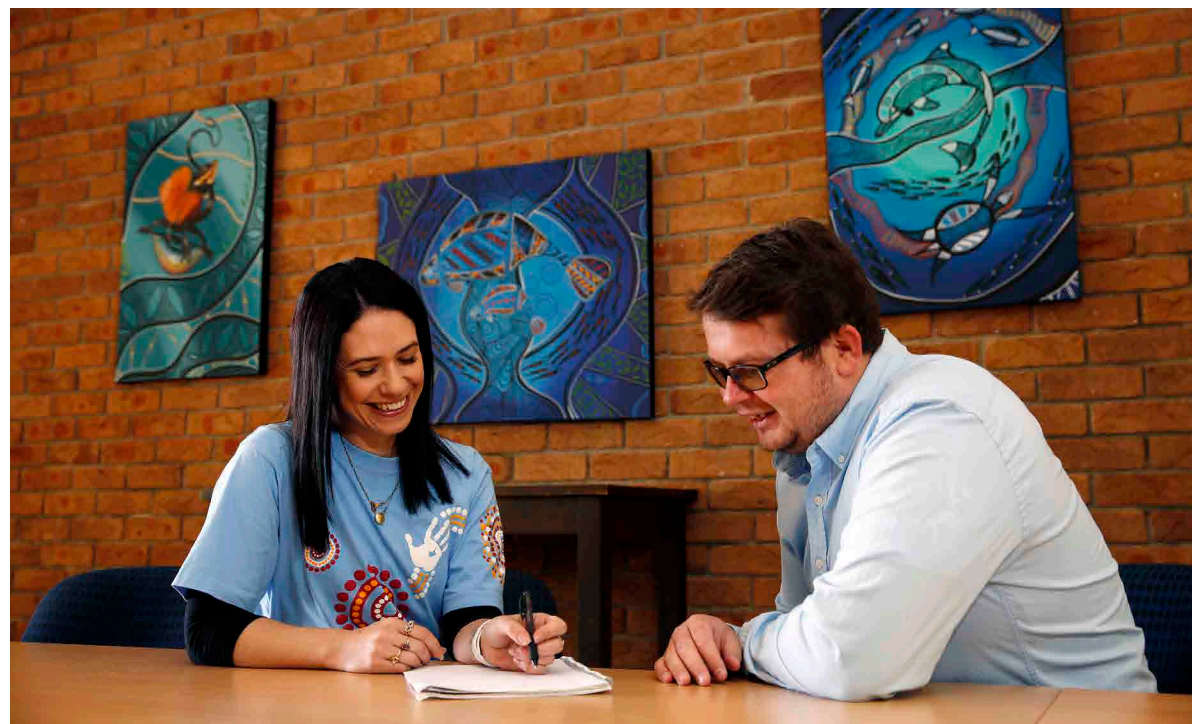
Holy Spirit,

We invoke your blessing on this country and on us as we gather today. We acknowledge the Aboriginal and Torres Strait Islander Elders of this place, both past and present, and the continued cultural and spiritual connection to the lands and waters. We also acknowledge that our forebears came into these sacred spaces, and changed forever an older way of life.

Bless our Aboriginal and Torres Strait Islander brothers and sisters and bless us. Help us to join our hands and hearts together. Help us to heal one another and the land, so that our lives may flow with harmony and that we may live with love and deep respect.

Amen

– OUR RAP –



Although the Society has had a long history of involvement with Aboriginal and Torres Strait Islander communities, it had not until now sought to formalise its commitment to reconciliation. During the first year of our Local Area Coordination work for the National Disability Insurance Scheme (NDIS) in 2016 it became apparent after consultation with community groups that a RAP was long overdue and strongly needed. We know that an organisation as iconic as ours has an obligation to contribute openly and extensively to Australia’s reconciliation journey.

In October 2016, the Board of Directors unanimously approved the development of a RAP and our formal reconciliation work began.

Despite not having developed a RAP before, we decided, in conjunction with Reconciliation Australia, to go straight to the Innovate template for our first RAP. An Innovate RAP is for organisations that have developed relationships with their Aboriginal and Torres Strait Islander stakeholders and are ready to develop or implement programs for cultural learning, Aboriginal and Torres Strait Islander employment and supplier diversity. The Innovate RAP will give us the freedom to develop and test new and innovative approaches, and embed the RAP culture into the Society.

The St Vincent de Paul Society NSW’s RAP will be governed by the internal RAP Working Group with guidance from external advisors and community groups. The office of the the Executive Director - Executive Secretariat is the champion of the RAP and will convene and coordinate the RAP Working Group and its engagement with external advisors. The Executive Director - Executive Secretariat, will provide oversight and responsibility for how the RAP is integrated into the Society and the realisation of its commitments.

RAP WORKING GROUP

An internal RAP Working Group has been convened and will meet quarterly to monitor achievements, address challenges, and provide thorough reporting to the Society’s Board of Directors on the actions and deliverables of the RAP. Reporting against the deliverables of the RAP will be included in Society-wide reporting and monitoring systems.

A Terms of Reference document has been created to support the goals of the Working Group. The membership of the Working Group will be reviewed annually and refreshed as required.

The RAP Working Group will include Aboriginal representation.

PRIORITY AREAS

- RELATIONSHIPS -

We seek positive and enduring relationships with Aboriginal and Torres Strait Islander peoples and will use our reputation and influence to advocate for stronger recognition and respect for culture, community, and equal opportunity. We will work tirelessly to communicate this message and fight for social justice so that we may help to overcome disadvantage among Aboriginal and Torres Strait Islander peoples with respect to life expectancy, child mortality, educational achievement, disability support, and employment outcomes. We will achieve this by working with communities to create true partnerships, by employing more Aboriginal and Torres Strait Islander staff, and by ensuring our services are culturally appropriate.

ACTION 1

RAP Working Group (RWG) actively monitors RAP development and implementation of actions, tracking progress and reporting in line with its Terms of Reference.

DELIVERABLES	TIMELINE	RESPONSIBILITY
1.1 The RWG will oversee the development, endorsement and launch of the RAP and ensure Aboriginal and Torres Strait Islander peoples are represented on the RWG.	February, 2018	Executive Director - Executive Secretariat
1.2 Ensure Aboriginal and Torres Strait Islander peoples are represented on the RWG.	Review in May 2018, 2019	Executive Director - Executive Secretariat
1.3 Review and update the Terms of Reference for the RWG.	May 2018, 2019	Executive Director - Executive Secretariat
1.4 The RWG will meet regularly to monitor and report on RAP implementation.	February, May, August, November, 2018 and 2019	Executive Director - Executive Secretariat
1.5 The RWG will develop and distribute an expression of interest to join the RWG to key Aboriginal and Torres Strait Islander peoples within our sphere of influence	February, 2018	Executive Director - Executive Secretariat
1.6 The RWG will establish an Aboriginal and Torres Strait Islander Advisory Group consisting of external advisors and internal staff members. This group will provide cultural advice and guidance in the development of policy and engagement plans.	February, 2018	Executive Director - Executive Secretariat



ACTION 2

Celebrate and participate in National Reconciliation Week (NRW) by providing opportunities to build and maintain relationships between Aboriginal and Torres Strait Islander peoples and other Australians

DELIVERABLES	TIMELINE	RESPONSIBILITY
2.1 The Society will organise at least one internal event for NRW each year.	May, 2018, 2019,	Executive Director - Executive Secretariat
2.2 All NRW events will be registered on the Reconciliation Australia website and an internal log of events across all Society locations will be maintained.	May, 2018, 2019	Communications and Media Manager
2.3 We will support one external NRW event and encourage all staff, members, and volunteers across our Central Councils and Support Services to participate in a local NRW event.	May, 2018, 2019	Communications and Media Manager
2.4 Managers will circulate Reconciliation Australia's NRW resources to staff to aid in education and planning for NRW events	May 2018, 2019	Communications and Media Manager
2.5 We will ensure our RAP Working Group participates in an external event to recognise and celebrate NRW.	May 2018, 2019	Executive Director - Executive Secretariat
2.6 We will extend an invitation to Aboriginal and Torres Strait Islander peoples to share their reconciliation experiences or stories and publish those stories with permission through our internal communication channels (newsletters and intranet) and, where possible, through our external channels (social media, annual report, Vision magazine, mainstream media)	May 2018, 2019.	Communications and Media Manager



ACTION 3

Develop and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander peoples, communities, and organisations to support positive outcomes.

DELIVERABLES	TIMELINE	RESPONSIBILITY
3.1 We will develop an engagement plan to work with our Aboriginal and Torres Strait Islander stakeholders in order to forge better partnerships with communities throughout NSW.	February, 2018	Executive Director - Executive Secretariat
3.2 Develop guiding principles for future engagement by launching a series of meetings and conversations with local Aboriginal and Torres Strait Islander organisations. Provide all staff, members and volunteers with opportunities to participate in this engagement work.	June, 2018	Executive Director - Executive Secretariat

ACTION 4

Raise internal and external awareness of our RAP to promote reconciliation across our organisation and sector.

DELIVERABLES	TIMELINE	RESPONSIBILITY
4.1 Develop a unique St Vincent de Paul Society NSW RAP toolkit to assist staff, members, and volunteers across the Society. The toolkit will include a copy of the RAP, all subsequent policies and frameworks, guidance on when to deliver Acknowledgments; local resources and contacts for Welcome to Country providers, and a checklist for unveiling of acknowledgment plaques.	June, 2018	Executive Director - Executive Secretariat
4.2 Review RAP toolkit.	September, 2018 March, September, 2019	Executive Director - Executive Secretariat
4.3 Hold concurrent RAP launch events across our Central Councils and Support Services with Aboriginal and Torres Strait Islander staff input into the design of local events.	February, 2018	Executive Director - Executive Secretariat
4.4 Embed RAP awareness into all staff and volunteer inductions.	Review May 2018	Executive Director, People and Culture
4.5 Post the RAP on our intranet and Website.	February 2018	Communications and Media Manager
4.6 Engage our donors and corporate partners in our reconciliation activities.	Review May 2018, 2019	Executive Director, Fundraising and Communications
4.7 Provide half-yearly RAP updates at State Council and Board meetings	June, December, 2018, 2019	Executive Director - Executive Secretariat
4.8 Provide quarterly RAP updates at Executive Leadership, Central Council and general staff meetings.	March, June, September, December 2018, 2019	Executive Director - Executive Secretariat
4.9 Create a separate communication and awareness strategy for our extensive retail staff, members and volunteers network including: <ul style="list-style-type: none">A "Statement of Commitment" prominently displayed in each of the Society's premises including Vinnies shops.Printed copies of the RAP available in each shopRAP awareness training to be embedded into shop staff, members and volunteers induction.	June 2018	Communications and Media Manager
	June, 2018	Executive Director - Executive Secretariat
	December, 2019	Executive Director - Executive Secretariat
4.10 Review progress of communication and awareness strategy for staff, members and volunteers.	June 2018, 2019	Communications and Media Manager Executive Director - Executive Secretariat

PRIORITY AREAS – RESPECT –

St Vincent de Paul Society NSW recognises Aboriginal and Torres Strait Islander peoples as Australia's First Peoples and respects their cultures, lands, waters, histories, and rights to live in a society free of economic, social, and cultural oppression. All Society members, volunteers, and staff will acknowledge and adhere to these values in every aspect of their work.

We acknowledge and celebrate the deep, abiding pride that Aboriginal and Torres Strait Islander people have in their diverse cultures and we place great value in the contributions they make to the wider Australian society. We welcome the chance to learn more.



ACTION 5

Engage staff in cultural learning opportunities to increase understanding and appreciation of Aboriginal and Torres Strait Islander cultures, histories, and achievements

DELIVERABLES	TIMELINE	RESPONSIBILITY
<p>5.1 Develop and implement an Aboriginal and Torres Strait Islander cultural awareness strategy document which defines cultural learning needs and competence of employees, members, and volunteers in all areas of our organisation and considers various ways cultural learning can be provided (online, face to face workshops or cultural immersion). The strategy will:</p> <ul style="list-style-type: none">Engage with our Central Councils and Support Services across the State to encourage them to identify best practice in local cultural awareness training and to seek out local cultural experiences and immersion opportunitiesAcknowledge the importance of cultural learning within the context of trauma-informed careEmbed cultural awareness into staff, members and volunteer orientation and inductionEmbed cultural awareness into leadership development conversations.	December 2019	Executive Director - Executive Secretariat
<p>5.2 Provide opportunities for RWG members, RAP champions, People & Culture managers, and other key leadership staff to participate in cultural training.</p>	December, 2018	Executive Director - Executive Secretariat
<p>5.3 Appoint internal Ambassadors to record their own cultural awareness development and share with staff, members and volunteers.</p>	December 2018	Executive Director - Executive Secretariat
<p>5.4 Work with Aboriginal and Torres Strait Islander staff, partner services, and the people we assist, to review current programs in order to ensure services are delivered in a culturally appropriate and sensitive manner.</p>	December 2019	Executive Director - Executive Secretariat
<p>5.5 Ensure that Aboriginal and Torres Strait Islander perspectives are included in the review, development, and implementation of public policy matters pursued by the Society so that policy initiatives are appropriately inclusive.</p>	December 2019	Executive Director, Executive Secretariat
<p>5.6 Seek opportunities to work with local Traditional Owners and/or Aboriginal and Torres Strait Islander consultants to develop and improve cultural awareness training programs.</p>	December 2018	Executive Director - Executive Secretariat
<p>5.7 Promote the Reconciliation Australia's Share our Pride online tool to all staff. http://www.shareourpride.org.au/</p>	February 2018	Communications and Media Manager



ACTION 6

6. Engage staff in understanding the significance of Aboriginal and Torres Strait Islander cultural protocols, such as Welcome to Country and Acknowledgement of Country, to ensure there is a shared meaning

DELIVERABLES	TIMELINE	RESPONSIBILITY
<p>6.1 We will develop, implement, and communicate a new Cultural Protocols document for Welcomes to Country and Acknowledgements of Country including a uniquely worded Acknowledgement of Country and Prayer of Acknowledgment that connect the Society's traditions, Aboriginal spirituality, and the spirit of reconciliation.</p>	June 2018	Executive Director - Executive Secretariat
<p>6.2 Invite a Traditional Owner to provide a Welcome to Country at significant events including the Vinnies CEO Sleepout and Annual Mass. This information will be included in the Cultural Protocols document.</p>	June 2018, 2019	Executive Director, Fundraising and Communications
<p>6.3 Design a unique Acknowledgment of Country plaque and, over time, display one in every St Vincent de Paul Society NSW premises. Every plaque unveiling will be accompanied by a Welcome to Country and, where possible, a Smoking Ceremony</p>	December 2019	Executive Director - Executive Secretariat

ACTION 7

Provide opportunities for Aboriginal and Torres Strait Islander staff to engage with their culture and communities by celebrating NAIDOC Week

DELIVERABLES	TIMELINE	RESPONSIBILITY
7.1 Review and update our HR policies to ensure there are no barriers for staff to participate in NAIDOC Week.	February, 2020	Executive Director, People and Culture
7.2 All Aboriginal and Torres Strait Islander staff will be encouraged to participate with their cultures and communities during NAIDOC Week.	July 2018, 2019	Executive Director, People and Culture
7.3 All staff, members and, volunteers will be encouraged to participate in a local NAIDOC Week event.	July 2018, 2019	Executive Director, People and Culture
7.4 We will support an external NAIDOC Week community event.	July 2018, 2019	Executive Director, People and Culture
7.5 Contact our local NAIDOC Week Committee to discover events in our community and include this information in the RAP toolkit on the intranet.	July 2018, 2019	Executive Director - Executive Secretariat
7.6 We will continue to celebrate and recognise Aboriginal and Torres Strait Islander dates of significance via a calendar on our intranet and relevant internal communications.	July 2018, 2019	Executive Director - Executive Secretariat Communications Coordinator



PRIORITY AREAS – OPPORTUNITIES –

One of the most important reconciliation actions we can undertake as an organisation is to close the gap economically by providing employment and procurement opportunities for Aboriginal and Torres Strait Islander people and businesses. We must ensure our workforce and our supply chain reflect the diversity of the communities in which we work. We must also make every effort to provide volunteer opportunities (including management and leadership) for Aboriginal and Torres Strait Islander peoples.

A measure for any employer is retention rates for staff and volunteers and we will seek to provide rewarding opportunities to Aboriginal and Torres Strait Islander peoples who join our organisation. We envisage many professional development pathways will emerge as a result of our focus over the two-year lifespan of this RAP.



ACTION 8

Investigate opportunities to improve and increase Aboriginal and Torres Strait Islander employment outcomes within our workplace

DELIVERABLES	TIMELINE	RESPONSIBILITY
8.1 Develop and implement the Society's Aboriginal and Torres Strait Islander employment and retention strategy (including traineeships, internships, career development/secondment opportunities). This will include: <ul style="list-style-type: none"> • Surveying current Aboriginal and Torres Strait Islander staff, members, and volunteers in order to inform future employment opportunities and aid in the setting of employment, member, and volunteer target numbers. • Engaging with the Society's Aboriginal and Torres Strait Islander Advisory Group (which includes external advisors and internal staff member representatives) to provide input and oversight. • Advertising all job vacancies in Aboriginal and Torres Strait Islander media 	December, 2019 December, 2018 December 2019 Review in February 2018, 2019, 2020	Executive Director, People and Culture
8.2 Review HR and recruitment procedures and policies to ensure that Aboriginal and Torres Strait Islander staff, members, volunteers and future applicants are given positive workplace opportunities and there are no barriers to professional development or advancement.	December, 2019	Executive Director, People and Culture
8.3 Raise awareness (e.g. in all job advertisements) of the Society's external Employee Assistance Program (EAPs) which employs Aboriginal and Torres Strait Islander counsellors who specialise in, and have an in-depth understanding of, cultural sensitivities.	December 2019	Executive Director, People and Culture
8.4 Develop and implement an Aboriginal and Torres Strait Islander member and volunteer recruitment strategy.	December 2019	Executive Director, People and Culture
8.5 Develop an Aboriginal and Torres Strait Islander professional development program	December 2019	Executive Director, People and Culture
8.6 Throughout the life of this RAP we will review the Society's governance structures and provide recommendations on how Aboriginal and Torres Strait Islander peoples may be better represented in the governance of the organisation.	December, 2019	Chief Executive Officer

ACTION 9

Investigate opportunities to incorporate Aboriginal and Torres Strait Islander supplier diversity within our organisation

DELIVERABLES	TIMELINE	RESPONSIBILITY
9.1 Review procurement policies and procedures to identify barriers to Aboriginal and Torres Strait Islander businesses to supply our organisation with goods and services.	June, 2018	Executive Director, Finance and Corporate Services
9.2 Instigate a Supply Nation membership and put in place a process for working with Supply Nation.	June 2018	Executive Director, Finance and Corporate Services
9.3 Develop and pilot an Aboriginal and Torres Strait Islander procurement strategy.	December 2018	Executive Director, Finance and Corporate Services
9.4 Develop and communicate to staff a list of Aboriginal and Torres Strait Islander businesses that can be used to procure goods and services.	December, 2018	Executive Director, Finance and Corporate Services
9.5 Develop one commercial relationship with an Aboriginal and/or Torres Strait Islander owned business.	December, 2018	Executive Director, Finance and Corporate Services



PRIORITY AREAS

- TRACKING PROGRESS & REPORTING -

ACTION 10

Report RAP achievements, challenges, and learnings to Reconciliation Australia

DELIVERABLE	TIMELINE	RESPONSIBILITY
10.1 The RAP Working Group will obtain internal approval to collect data, complete and submit the RAP Impact Measurement Questionnaire to Reconciliation Australia annually.	30 September, 2018, 2019, 2020	Manager, Outcomes and Performance
10.2 The RAP Working Group will investigate participation in the RAP Barometer.	May, 2018	Manager, Outcomes and Performance

ACTION 11

Report RAP achievements, challenges, and learnings internally and externally

DELIVERABLE	TIMELINE	RESPONSIBILITY
11.1 Publically report our RAP achievements, challenges and learnings.	December 2018, 2019	Communications and Media Manager Manager, Outcomes and Performance



ACTION 12

Review, refresh and update RAP

DELIVERABLE	TIMELINE	RESPONSIBILITY
12.1 Liaise with Reconciliation Australia to develop a new RAP based on learnings, challenges and achievements.	August 2019	Executive Director - Executive Secretariat
12.2 Send draft RAP to Reconciliation Australia for review and feedback.	August , 2019	Executive Director - Executive Secretariat
12.3 Submit draft RAP to Reconciliation Australia for formal endorsement.	January 2020	Executive Director - Executive Secretariat



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