

## ACU Indigenous Employment Strategy 2009-2011

### 1. Introduction

Australian Catholic University is a public university, open to all, and offers specialist tertiary education in health, education, business, arts, social sciences and theology and philosophy. It has six campuses in Ballarat, Brisbane, Canberra, Melbourne, North Sydney and Strathfield. The University has over 20,000 students, 570 academic staff and 730 professional staff.

In its Mission Statement, ACU identifies a fundamental concern for justice and equity, and for the dignity of all human beings.

With particular reference to Indigenous people, the University's Statement of Commitment to Reconciliation acknowledges that Indigenous peoples of Australia are the original custodians of this country and that they continue to experience the "ongoing and significant" impact of past injustices.

In line with these principles and the University's responsibilities under equal opportunity legislation and policy, the University acknowledges the importance of implementing proactive strategies to help redress the disadvantage experienced by Indigenous Australians.

Accordingly, ACU has developed an Indigenous Employment Strategy to increase the employment of Indigenous staff at all levels of work activity and across all classification levels. The Indigenous Employment Strategy is an operational plan that aligns with the University's Strategic Plan 2009-2011, Indigenisation Thematic Plan 2009-2011 and People and Culture Thematic Plan 2009-2011.

The University has an initial aim of working towards a target that will see the Indigenous staff participation rate being equal to the Indigenous student participation rate.

Note: In this context, the University uses the term "Indigenous" to refer to all people who identify as Aboriginal or Torres Strait Islander or both, and, as such, are accepted by the community with which they are associated.

### 2. Guiding principles and aims

The following principles underpin the University's Indigenous Employment Strategy:

- Recognition of the disadvantage experienced by Indigenous Australians in relation to participation in education and employment, and recognition of the University's responsibilities to address that disadvantage in accordance with its Mission;
- Respect for and consideration of the diverse cultural, social and spiritual systems practised by Indigenous Australians;
- Recognition of the significant contribution of Indigenous Australian knowledges to all other bodies of knowledge;

- Acknowledgement of the scholarship and other contributions that Indigenous Australian employees bring to the University and to Australian society;
- Active promotion and positive inclusion of Indigenous Australian cultural practices and identities within the life of the University community.

The aims of the Indigenous Employment Strategy are to:

- Encourage, increase and foster Indigenous employment and participation at all levels of work activity and across all classification levels;
- Achieve improved employment and retention of Indigenous employees through the provision of a supportive and rewarding work environment which encourages Indigenous people to establish careers at ACU and pursue training and career development activities;
- Ensure that, in the development, implementation and evaluation of initiatives to redress Indigenous disadvantage, the University is guided by consultation and collaboration with Indigenous people, their communities and community organisations;
- Enhance University culture, knowledge and scholarship with the formal and informal contributions of Indigenous staff and community members.

### **Abbreviations**

ACUSCC	Australian Catholic University Staff Consultative Committee
AVC	Associate Vice-Chancellor
CD	Campus Dean
CIER	Centre for Indigenous Education and Research
DVC (A)	Deputy Vice-Chancellor (Academic)
EDC	Equity and Diversity Coordinator
HR	Human Resources
IESSC	Indigenous Employment Strategy Steering Committee
IEO	Indigenous Employment Officer
MER	Marketing and External Relations

Strategic Goal:	Student Experience						
Thematic Plan	Goal No.	Goal Title	Goal Description				
Indigenisation Thematic Plan	1	The University will increase the participation rate of Indigenous students	1.4 Enhance academic and administrative mechanisms to support Indigenous students during their studies				
Organisation al Unit Plan Strategy No.	Operational Plan Strategy No.	Operational Plan Strategy Title	Operational Plan Strategy Description	Targets	Status Update	Operational Unit Delegation	Contributing Organisational / Operational Units
1		The University will work toward an Indigenous staff participation rate equal to the Indigenous student participation rate				HR	
1	1.1		Implement the Indigenous Studentship Scheme	One commencement in each Faculty by 31 March 2011		HR / DVC(A)	CIER / Faculties
1	1.2		Review the implementation of the Indigenous Studentship Scheme to inform the timing of subsequent rollouts	Terms of Reference for the review established by 31 December 2011 Review and recommendations finalised by 31 March 2012		HR / DVC(A)	CIER / Faculties
1	1.3		Explore all available Indigenous employment programs, including traineeships, cadetships and scholarships	Initial discussion paper on options completed by March 2011		IEO	
1	1.4		Explore identified Indigenous positions across the University	Ongoing		IEO	HR / CIER / Faculties / Directorates

1	1.5		Develop and maintain effective employment-related relationships with Indigenous networks and community groups	Development of a calendar of regular communications with Indigenous networks for implementation in 2011 Development of a calendar of cultural activities for implementation in 2011		IEO	CIER
1	1.6		Coordinate cultural activities that will provide a safe and inclusive employment environment to encourage Indigenous staff to identify	Review in 2011 of the calendar of cultural activities for 2012		IEO	CIER / AVGs / CDs
1	1.7		Promote Indigenous staff achievements to the University community	Profile of an Indigenous staff member to appear quarterly in various ACU communications		IEO	CIER / Faculties / Directorates / MER / HR

Strategic Goal:	Service Delivery and Enablers					
Thematic Plan	Goal No.	Goal Title	Goal Description			
Indigenisation Thematic Plan	6	The University will increase the number of Indigenous staff as a proportion of the total ACU workforce	6.1 Make ACU an Employer of Choice 6.2 Support and develop existing Indigenous staff 6.3 Provide Cultural Awareness Training to all University staff 6.4 Promote staff involvement in cultural activities that are significant to Indigenous people			
People and Culture Thematic Plan	1	The Mission of ACU is embedded in the University's employment philosophy and practices	1.1 Mission criteria and employment processes are aligned 1.2 A staff induction, development and formation program is available 1.5 The University workplace is supportive for all staff			
People and Culture Thematic Plan	3	Australian Catholic University responds to strategic opportunity and challenge	3.1 The University's structure and processes are designed to ensure effectiveness and efficiency of operation			
People and Culture Thematic Plan	4	Strategic workforce planning is embedded across Australian Catholic University	4.1 The University's workforce profile is aligned with its strategic direction 4.3 Recruitment and retention practices are focussed on high performing staff 4.4 Leadership and management behaviour and practice are developed across the University community			
People and Culture Thematic Plan	5	A culture of performance and recognition is embedded across the University	5.12 A development framework supports the University's performance culture			

Organisational Unit Plan Strategy No.	Operational Plan Strategy No.	Operational Plan Strategy Title	Operational Plan Strategy Description	Targets	Status Update	Operational Unit Delegation	Contributing Organisational /Operational Units
4	4.1	Support is provided to Indigenous staff members	Implement an orientation and support plan for new and existing Indigenous staff members and their supervisors	Development of the orientation and support framework for implementation during 2nd quarter of 2011 Recording of and reporting on the orientation and support framework annually from 2011		IEO	Organisational unit supervisors
4	4.2		Include Indigenous staff participation in the development of the Employment Value Proposition (ITP 6.1)			HR	HR / IEO / CIER / other ACU Indigenous staff
4	4.3		Include Indigenous staff participation at ACU in any ACU application / award nomination for Employer of Choice			EDC	Organisational unit supervisors / HR
4	4.4		Develop and maintain an inclusive recruitment and selection framework	Development of suitable wording for inclusion in position descriptions for implementation from 2011 Development of appropriate web-based materials to promote Indigenous employment opportunities		IEO	HR / Organisational unit supervisors / CIER / Indigenous staff members
4	4.5		Create awareness of development and career opportunities for Indigenous staff	Development of orientation and support framework for implementation during 2nd quarter of 2011 Indigenous staff participation in ACU training programs to increase by 20% in 2011		IEO	

4	4.6		Maintain, update and deliver the core Indigenous Cultural Awareness Training (ITP 6.3)	Training delivered biannually in Brisbane, Melbourne and Sydney and once a year in Ballarat and Canberra on campus and as needed in other forms Overall course rating of 3.5 achieved in 2010 and 2011		IEO	
4	4.7		Position Indigenous Cultural Awareness Training / cross-cultural communication as a personal development program achieving cultural competency	Inclusion of cultural competency into the competency framework for supervisors from 2012		HR	
4	4.8		Implement an annual calendar of lunchbox sessions with topics including benefits available to Indigenous staff and current Indigenous issues	Development of a calendar for implementation by 31 December 2010		IEO	
4	4.9		Develop an information guide promoting the Indigenous Employment Strategy that will assist to support Indigenous staff	Development and launch of guide in 2nd quarter of 2011		EDC / IEO	HR / CIER
4	4.10		Develop, in collaboration with CIER and Executive Deans, an Indigenous Studentship Induction Program	Preparation and approval of induction program prior to commencement of studentships in 2011		IEO / DVC(A) / Executive Deans / CIER	
4	4.11		Develop a progress report to the Australian Catholic University Staff Consultative Committee	Preparation of a report outlining the progress of the IES for endorsement of the IESSC prior to submission to the ACUSCC twice yearly		IEO	