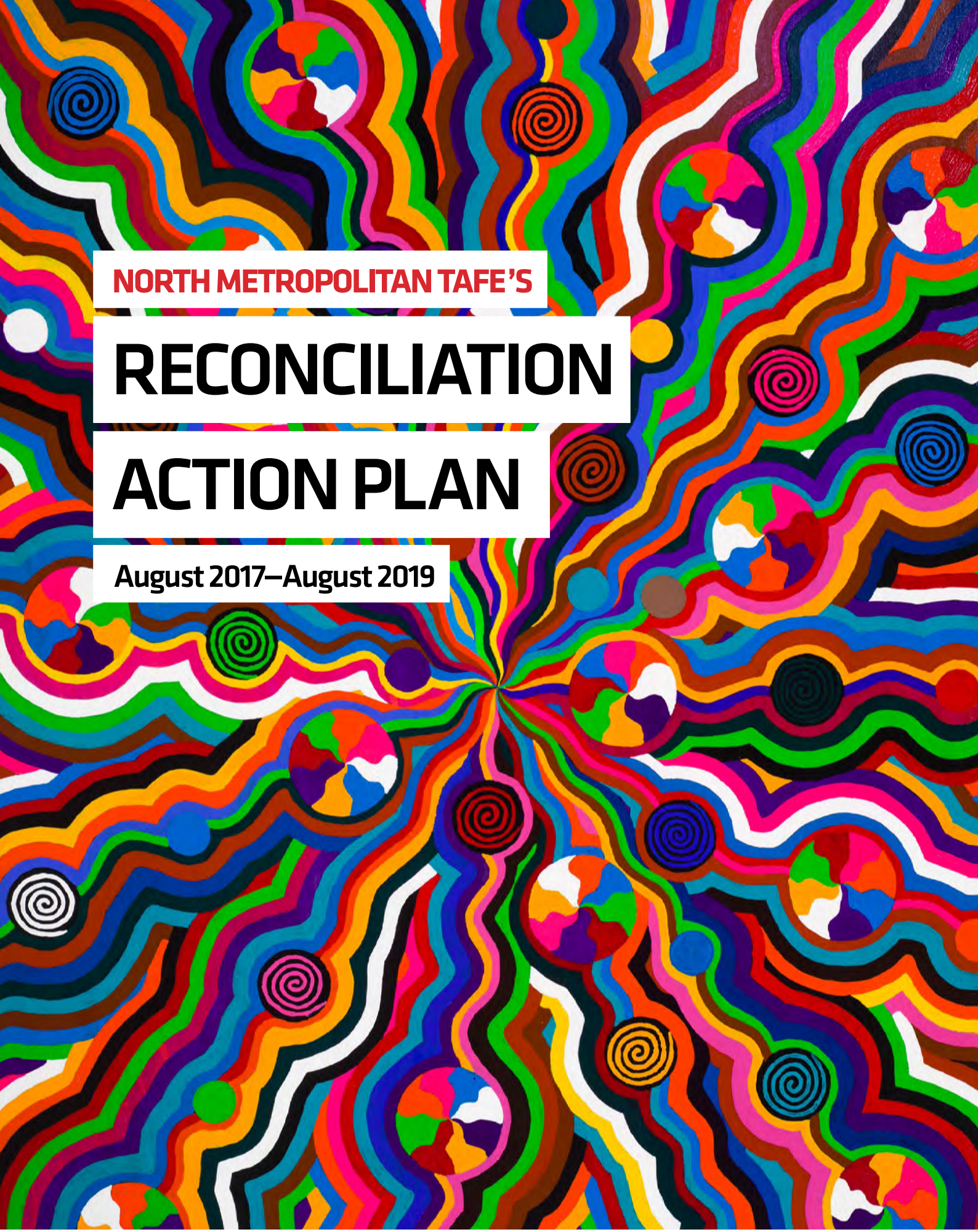

NORTH METROPOLITAN TAFE'S

RECONCILIATION ACTION PLAN

August 2017–August 2019

GOVERNMENT OF WESTERN AUSTRALIA

TAFE WA North Metropolitan

koolark
Centre for Aboriginal Students

RECONCILIATION ACTION PLAN
INNOVATE

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Cover artwork by Anthea Corbett
Whadjuk Wongee (Perth Talk): Our 'Culture' past, present & future being connected through language.
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Acknowledgement

North Metropolitan TAFE acknowledges the Australian Aboriginal and Torres Strait Islander Peoples of this nation. We acknowledge the Noongar People, the traditional custodians of the lands on which our campuses are located. We pay our respects to ancestors and Elders, past and present. North Metropolitan TAFE recognises Australian Aboriginal and Torres Strait Islander Peoples unique cultural and spiritual relationships to the land, waters and seas and their rich contribution to our society.

Our vision for reconciliation

Reconciliation begins with recognising the rights of First Australians, their connection to Country and their unique and rich cultures. Reconciliation is a platform for Australia's continued growth and prosperity. It means Aboriginal and Torres Strait Islander Peoples have the same opportunities to contribute economically and culturally in the workplace and in the community. In a reconciled Australia, there will be no gaps in life outcomes between First Australians and non-Aboriginal Australians.

North Metropolitan TAFE's vision "Transforming Lives - Strengthening Industry and Community" articulates our commitment to Reconciliation. Our vision is to "transform lives, strengthen industry and communities" by closing the achievement gap in education and employment outcomes, enabling Aboriginal and Torres Strait Islander Peoples to consistently realise their full potential, make informed choices and access training opportunities that lead to employment and prosperity. Our vision is to make a significant difference to the education and employment outcomes of all our students and all their communities, both First Australians and non-Aboriginal; that all our staff have a commitment to achieving this aspiration, through mutual respect and the recognition and celebration of Aboriginal and Torres Strait Islander Peoples and their Cultures.

Message from Managing Director and Aboriginal Employment Education and Training Committee Chair

North Metropolitan TAFE will be a place where Aboriginal and Torres Strait Islander Peoples, their heritage, cultures and spirituality are valued, respected and celebrated. Our Reconciliation Action Plan (RAP) is about bringing people together, by building strong relationships and respect between First Australians and non-Aboriginal Australians. We are committed to closing the gap between Aboriginal and Torres Strait Islander peoples and other Australians by actively engaging and supporting the participation of Aboriginal and Torres Strait Islander peoples in reaching their education and employment aspirations.

We have articulated our commitment to reconciliation through our vision and the actions outlined in our Reconciliation Action Plan (RAP) 2017-2019. The four key components to this plan are:

- Strengthening Relationships
- Increasing Opportunities
- Elevated Respect
- Tracking Progress and Reporting

The actions presented in our Reconciliation Action Plan under these four themes have been identified to effect change- transforming lives,strengthening industry and communities. The success of the measures will be evident in closing the education and training achievement gap for our First Peoples and continuing to build a workplace environment that respects and celebrates diversity, effectively supports Aboriginal and Torres Strait Islander employees and integrates awareness of the importance of reconciliation.

Working alongside the Aboriginal and Torres Strait Islander Communities we are confident our inclusive spirit and passion for our community will see us advance towards the achievement of Reconciliation.

It therefore gives us great pleasure to commend North Metropolitan TAFE's Reconciliation Action Plan to you.

Michelle Hoad
Managing Director

Mara West
Chair AEETC

Our business

North Metropolitan TAFE is a State Government provider of vocational education and training services for the northern region of the Perth metropolitan area. North Metropolitan TAFE has ten campuses spread amongst 14 local government areas across the greater north and north eastern parts of Perth, including:

- Clarkson
- Joondalup (Kendrew Cres, McLarty Avenue)
- Leederville, Mt Lawley and Nedlands
- Midland and Balga
- Perth (Northbridge) and East Perth.

We are well positioned to make a difference for the individual, enterprise and the community:

- Over 500 accredited VET courses, across 14 learning areas
- Offer niche higher education qualifications
- Provide tailored short course and enterprise delivery
- 810 lecturing staff
- 500 client, administration and corporate staff.

Our services are shaped by the needs of the individual, but serve the broader agenda of skills to power economic development and community enrichment. With a focus on support for those most vulnerable and disadvantaged in our community, North Metropolitan TAFE provides access to training, foundation and support skills to empower participation in the community and the labour market.

By doing our job well – we will nurture aspirations for further education and training, and economic and cultural prosperity. This is a passion we all share - to make a difference to the lives and aspirations of our students, to contribute to the enrichment of community and the sustainability and success of the industries that form the backbone of the Western Australian economy.

Our Reconciliation Action Plan (RAP)

North Metropolitan TAFE's RAP enhances our existing Aboriginal and Torres Strait Islander Employment Strategy and annual Aboriginal and Torres Strait Islander Training Plan which reflect our commitment to provide every Aboriginal and Torres Strait Islander student with a quality training program delivered with cultural integrity and professional commitment - providing pathways into further education and/or employment opportunities.

Developing our RAP

North Metropolitan TAFE's RAP has been developed through consultation and critical input from the North Metropolitan TAFE Aboriginal, Employment, Education and Training Committee (AEETC), Aboriginal Community Elders, North Metropolitan TAFE Aboriginal and Torres Strait Islander and non Aboriginal employees and College Executive. The process included face to face meetings to listen to the views of Aboriginal Elders and other Community representatives and was led by Mara West, Chair North Metropolitan TAFE AEETC and Kim Hansen Manager, North Metropolitan TAFE Aboriginal Support Services – Koolark Centre.

North Metropolitan TAFE's Aboriginal Employment, Education and Training Committee (AEETC) has an advisory role for both the College as a whole and for the RAP Working Group. It is chaired by Mara West, who is also a member of North Metropolitan TAFE's Governing Council ensuring the views of Aboriginal and Torres Strait Islanders are understood and taken into account at North Metropolitan TAFE's highest governance level.

The members of the AEETC are:

- Mara West, Governing Council member (Chair AEETC)
- Michelle Hoad, Managing Director, North Metropolitan TAFE
- Kim Hansen, Manager, Aboriginal Support Services - Koolark Centre
- Jason Barrow, Cultural Awareness Officer/ Mentor, Edith Cowan University (ECU)
- Neil Sarmardin, Coordinator Perth Indigenous Youth Mobility Pathways project (IYMP)
- Julie Zappa, General Manager, Training Services, North Metropolitan TAFE
- Jeromy Harvey, Adviser Native Title Agreements Implementation Heritage and Agreements, Rio Tinto
- Sharon Ninyette, Manager Indigenous programs, Crown Perth
- Brett Dorney, General Manager, Organisational Services, North Metropolitan TAFE
- Krista Johnston, HR Business Partner, Roy Hill Iron Ore
- Alisha Nelson, Aboriginal Support Coordinator, Koolark Centre, North Metropolitan TAFE
- Simone Penny, Aboriginal Support Officer, Koolark Centre, North Metropolitan TAFE
- Abigail Ware, Aboriginal Support Officer, Koolark Centre, North Metropolitan TAFE
- Kieran Ryan, Aboriginal Support Officer, Koolark Centre, North Metropolitan TAFE

North Metropolitan TAFE's RAP 2017-2019 was championed by the College Managing Director and the Chair of the Aboriginal Employment, Education and Training Committee and was developed through a 4 stage approach:

Stage 1 – Engagement and support from the Managing Director, Governing Council, College Executive and North Metropolitan TAFE's senior leadership group

Stage 2 – Development of North Metropolitan TAFE's RAP Working Group

Stage 3 – Identification of key initiatives, deliverables and timelines

Stage 4 – Endorsement by North Metropolitan TAFE's RAP Working Group, AEETC, Executive and Governing Council

Reconciliation Action Plan Working Group

Extensive consultation was undertaken with professional support, management and academic staff across North Metropolitan TAFE. The feedback and advice was incorporated into the RAP for discussion and consideration by the RAP Working Group. The members of North Metropolitan TAFE's RAP Working Group (RWG) are:

- General Manager Organisational Services (Chair)
- General Manager Training Services
- Portfolio Director Art & Design
- Manager Aboriginal Support Services – Koolark Centre
- Aboriginal Support Officer, Koolark Centre (Perth, East Perth and Balga)
- Aboriginal Support Officer, Koolark Centre (Joondalup and Clarkson)
- Aboriginal student representative
- Lecturer Media Portfolio (Northbridge)
- Lecturer Commerce Portfolio (Midland)
- Human Resources Consultant
- Manager Student Services
- Lecturer Foundation Studies (Leederville)
- Manager Marketing and Communications
- Manager Art Gallery (Northbridge)

Implementation

Accountability to monitor and report on the implementation of our Reconciliation Action Plan rests jointly with the General Manager, Training Services and the General Manager, Organisational Services. These Executive sponsors will ensure there are adequate processes in place to allocate work, monitor progress and report to Executive, the AEETC and other relevant bodies, bi-annually. Implementation of RAP actions will rely on shared participation from all identified staff members and associated work areas.

Key Themes

North Metropolitan TAFE's Reconciliation Action Plan (RAP) is based on the following key themes:

1. Relationships Theme
2. Respect Theme
3. Opportunities Theme
4. Tracking progress and reporting

Under each of these themes, North Metropolitan TAFE has identified the strategies and actions that will be developed and implemented over the next 2 years. These strategies and actions are outlined in the remainder of the Plan.

Relationships

North Metropolitan TAFE acknowledges the importance of Aboriginal and Torres Strait Islander Peoples in informing and developing strategies to improve the outcomes of our Aboriginal and Torres Strait Islander students, staff and Communities. We work with employers, industry and community stakeholders to create effective pathways from training to employment for our Aboriginal and Torres Strait Islander students. We are committed to working in partnership with individual Aboriginal People and Communities to understand the needs and aspirations of Aboriginal Peoples and the best ways to address these. North Metropolitan TAFE is committed to building an organisational culture which values and respects the diversity of its staff and ensures that processes are in place to support effective workplace relationships.

Action	Deliverable	Timeline	Responsibility
RAP Working Group (RWG) actively monitors RAP development and implementation	RWG to oversee the development, endorsement, and launch of the RAP	August 2017	RWG Chair
	Ensure Aboriginal and Torres Strait Islander Peoples are represented on the RWG	August 2017	RWG Chair
	Establish terms of reference for RWG	August 2017	RWG Chair
	RWG to meet two times a year to monitor and report on RAP progress to AEETC & Executive	February 2018-19 August 2018-19	RWG Chair
	RAP Working Group to provide annual report to Aboriginal and Torres Strait Islander Community	February 2018-19	Manager Aboriginal Support Centre
	North Metropolitan TAFE's AEETC provide continuous support and guidance for the RWG	February 2018-19 August 2017-19	Chair AEETC
Raise internal and external awareness of our RAP to promote reconciliation across our business and our sector	North Metropolitan TAFE RAP is launched and registered on the Reconciliation Australia and North Metropolitan TAFE websites.	August 2017	RWG Chair
	Develop and implement a strategy to communicate our RAP to all internal and external stakeholders including Aboriginal and Torres Strait Islander Communities. Promotion activities will include events on campus such as celebration of NAIDOC Week, publications will include appropriate acknowledgement and images of cultural symbols on campus	Complete by July 2017	Manager, Marketing & Manager, Aboriginal Support Services – Koolark
	Promote reconciliation through ongoing engagement with our stakeholders	August 2019	Managing Director, Executive members, Chair AEETC
	Include RAP awareness in our staff and student induction programs and all cultural awareness training. Include references to Reconciliation Australia's National Reconciliation Week website resources.	January 2018	Director, Human Resources & General Manager Training Services

Action	Deliverable	Timeline	Responsibility
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	Each year organise at least one internal event on each North Metropolitan TAFE campus for NRW	May 2018-19	Manager, Aboriginal Support Services & General Manager Organisational Services
	Register North Metropolitan TAFE NRW events via Reconciliation Australia's NRW website	July 2018-19	Manager, Aboriginal Support Services – Koolark
	Each year support one external NRW event and publicise this to all staff	July 2018-19	General Managers Training Services & Organisational Services
	Encourage staff to participate in internal and external events to celebrate and recognise NRW	July 2018-19	General Managers Training Services & Organisational Services
	RAP Working Group members participate in at least one external event to recognise and celebrate NRW	July 2018-19	RWG Chair
	Develop strategies with Portfolios to better engage North Metropolitan TAFE Aboriginal and Torres Strait Islander and non-Aboriginal students in NRW events and activities.	January 2018	General Manager Training Services
Build and maintain relationships with local Elders and other representatives from Communities to support positive outcomes and the achievement of RAP deliverables	Meet with three Aboriginal and Torres Strait Islander Communities/ organisations/businesses per year to identify skills needs and training opportunities to close the achievement gap for First Australian Peoples	3 meetings per year by December 2017-19	General Manager Training Services and Directors with support from the AEETC Chair and Koolark staff
Develop strong relationships with external Aboriginal and Torres Strait Islander organisations and businesses to support better training and employment outcomes and improve business success	Undertake research to identify Aboriginal and Torres Strait Islander businesses and organisations with a view to developing 2 new partnerships each year.	December 2017-19	Managing Director, Executive and Directors with support from the AEETC Chair and Koolark staff

Respect

North Metropolitan TAFE is committed to building meaningful, respectful and mutual relationships with Aboriginal and Torres Strait Islander Peoples and Communities. We will engage with Aboriginal and Torres Strait Islander Peoples and community members and encourage and support them to participate in training, successfully complete courses and achieve individual goals. As our staff provide training and assessment, administration and support services to Aboriginal Peoples, it is essential that they understand and respect the strengths of First Australian cultures and can effectively support Aboriginal and Torres Strait Islander students. It is important that we develop a greater understanding of how our different pasts and cultures are part of our shared history, our current relationship and shared future.

Action	Deliverable	Timeline	Responsibility
Engage North Metropolitan TAFE students and 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	Noongar Whadjuk Elders will deliver Welcome to Country at all major North Metropolitan TAFE events including student graduations	December 2017-19	General Manager Organisational Services & Manager, Marketing
	Acknowledgement of Country will be delivered at the commencement of all important internal and external meetings	December 2017	Managing Director, Executive members, Directors
	Develop a list of key contacts for organising a Welcome to Country and maintaining respectful partnerships	December 2017	Manager, Aboriginal Support Services – Koolark
	Develop, implement and communicate a cultural protocol document for North Metropolitan TAFE	February 2018-19 August 2018-19	Manager, Aboriginal Support Services – Koolark

Action	Deliverable	Timeline	Responsibility
Increase knowledge and understanding of Aboriginal and Torres Strait Islander cultures, histories and achievements	Work with local Traditional Custodians and/or Aboriginal and Torres Strait Islander consultants to review and further develop cultural awareness training	August 2017	RWG Chair
	Develop and implement a plan to raise awareness and understanding of the meaning and significance of Aboriginal and Torres Strait Islander protocols, such as Welcome to Country and Acknowledgement of Country, to our employees and students	Complete by July 2017	Manager, Marketing & Manager, Aboriginal Support Services – Koolark
	All staff will complete North Metropolitan TAFE's online Aboriginal and Torres Strait Islander cultural awareness program "Culture Matters" by the end of the current RAP period	August 2019	Managing Director, Executive members, Chair AEETC
	Develop a cultural competence training strategy for our workforce which identifies the cultural learning needs of staff in all areas of North Metropolitan TAFE and outlines a range of ways cultural learning can be provided effectively. This will include: • a variety of learning activities including online elements, face to face workshops and opportunities for cultural immersion through events, forums and speakers • programs for new and existing staff, academic and administrative and professional support staff and managers	January 2018	Director, Human Resources & General Manager Training Services
	Review North Metropolitan TAFE's staff induction process to ensure it includes awareness and understanding of Aboriginal and Torres Strait Islander cultures, histories and achievements and North Metropolitan TAFE's Reconciliation Action Plan	August 2018-19	Director Human Resources, General Manager, Training Services & General Manager Organisational Services
	Provide opportunities for RWG members, RAP champions and other key leadership staff to participate in cultural training	June 2018	Director, Human Resources & RWG Chair
Provide opportunities for Aboriginal and Torres Strait Islander staff to engage with their culture and communities by celebrating NAIDOC Week	Review HR policies and procedures to ensure there are no barriers to Aboriginal and Torres Strait Islander staff participating in NAIDOC Week	December 2017	Director, Human Resources
	Provide opportunities for all Aboriginal and Torres Strait Islander staff to participate with their cultures and communities during NAIDOC Week	December 2017	Director, Human Resources
Consider additional campus based actions to promote understanding of Aboriginal and Torres Strait Islander people and their culture	Each Campus Stewardship group to identify and implement one campus based action per year to promote understanding or celebrate Aboriginal and Torres Strait Islander culture	June 2018-19	Campus Stewardship Group Chairs

Opportunities

North Metropolitan TAFE will develop new and effective partnerships, programs, technologies and approaches to ensure we support and empower Aboriginal and Torres Strait Islander Peoples to achieve individual and collective aspirations. We are committed to a respectful partnership whereby first Australians and non-Aboriginal Australians tackle disadvantage together. Through a comprehensive Aboriginal and Torres Strait Islander Employment Strategy, we ensure Aboriginal and Torres Strait Islander staff have opportunities to be supported in their current roles and assisted to develop their careers.

Action	Deliverable	Timeline	Responsibility
Promote North Metropolitan TAFE as preferred Training Provider for Aboriginal and Torres Strait Islander students and Communities	Review content and improve accessibility of the North Metropolitan TAFE website for Aboriginal and Torres Strait Islander Peoples ensuring cultural sensitivity, inclusivity and ease of access	June 2018	General Manager Organisational Services & Manager Marketing
	Update North Metropolitan TAFE's Aboriginal and Torres Strait Islander Support- Koolark Facebook page	December 2017-18 June 2018-19	Manager, Aboriginal Support Services – Koolark & Manager, Marketing
	Produce and distribute an Aboriginal Support Centre (Koolark) newsletter once per semester	December 2017-18 June 2018-19	Manager, Aboriginal Support Services – Koolark & Manager, Marketing
	Produce an online promotional video showcasing testimonials, support services and North Metropolitan TAFE pathways for Aboriginal and Torres Strait Islander Peoples	June 2018	Portfolio Director Media & Manager, Aboriginal Support Services – Koolark
	Provide regular updates through the North Metropolitan TAFE Website, facebook, Koolark Newsletter on training opportunities and achievements of North Metropolitan TAFE's Aboriginal and Torres Strait Islander students, staff and Communities	December 2017-18 June 2018-19	Manager, Aboriginal Support Services – Koolark & Manager, Marketing

Action	Deliverable	Timeline	Responsibility
Increase training opportunities for Aboriginal and Torres Strait Islander People	Increase the availability of industry/community funded scholarships for Aboriginal and Torres Strait Islander students with a minimum of two available per year	December 2017-18 June 2018-19	Manager, Aboriginal Support Services – Koolark
	Each of North Metropolitan TAFE's 14 Portfolios will review their courses and customise and implement at least one new program that will meet the identified needs and increase participation of Aboriginal and Torres Strait Islanders in North Metropolitan TAFE programs, especially in higher level qualifications (Cert IV and above)	August 2019	Portfolio Directors & Executive Directors
	Promote individual and small group support and mentoring to meet the specific needs of Aboriginal and Torres Strait Islander students	Aug 2017 Feb 2018-19 July 2018-19	Manager, Aboriginal Support Services – Koolark & Director Client Services
	Improve reporting on participation of Aboriginal and Torres Strait Islander students. In particular, develop a report on the percentage of Aboriginal and Torres Strait Islander people completing qualifications or units of competence and report to AEETC and Governing Council	June 2018	General Manager Organisational Services & Director Planning & Reporting
Support Aboriginal students to undertake and successfully complete training with North Metropolitan TAFE	Develop and implement two new language, literacy and numeracy programs and training pathways to prepare Aboriginal and Torres Strait Islander students for employment	August 2019	Portfolio Director Communities & Portfolio Director ESL, Foundation Pathways
	Use North Metropolitan TAFE's student feedback mechanisms and student outcomes reporting to monitor progress of Aboriginal and Torres Strait Islander students with a view to adapting programs to increase course completion rates for Aboriginal and Torres Strait Islander students by 5% annually	August 2018-19	All Portfolio Directors and Principal Lecturers
	Monitor national policy and initiatives that impact on the delivery of Aboriginal support programs and language literacy and numeracy programs to ensure North Metropolitan TAFE maximises funding and support opportunities for North Metropolitan TAFE's Aboriginal and Torres Strait Islander students and Aboriginal and Torres Strait Islander programs	August 2018-19	Manager, Aboriginal Support Services – Koolark & Portfolio Director ESL, Foundations

Action	Deliverable	Timeline	Responsibility
Increase engagement with Aboriginal and Torres Strait Islanders businesses to provide skills for business success and employment opportunities for Aboriginal students	Increase awareness of staff in delivery areas of the Aboriginal and Torres Strait Islander Business Directory of WA and Supply Nation as a source of contacts for potential partners or clients	December 2017	Manager, Aboriginal Support Services – Koolark
	Develop and deliver customised training programs to support Aboriginal and Torres Strait Islander businesses seeking to access contracts as outlined in the WA Government's Aboriginal Procurement Policy, which aims to award three per cent of all government contracts to Aboriginal owned businesses by 2020	February 2018-19 August 2018-19	Portfolio Directors & Executive Directors
	Develop 4 new partnerships per year with Aboriginal and Torres Strait Islander businesses and organisations to collaborate on industry projects, employment based training and graduate employment opportunities	August 2018-19	General Manager Training Services & Executive Directors
Investigate opportunities to incorporate Aboriginal and Torres Strait Islander supplier diversity at North Metropolitan TAFE	Develop and communicate to staff a database of Aboriginal and Torres Strait Islander businesses that can be used to procure goods and services	August 2018	General Manager Corporate Services
	Develop and implement an Aboriginal and Torres Strait Islander procurement strategy setting a target for procuring goods and services from Aboriginal owned businesses in line with the new State Government Aboriginal and Torres Strait Islander Procurement Policy	August 2018	General Manager Corporate Services
	Review and update procurement policies and procedures to ensure there are no barriers for procuring goods and services from Aboriginal and Torres Strait Islander businesses	December 2017	General Manager Corporate Services

Action	Deliverable	Timeline	Responsibility
Improve and increase Aboriginal and Torres Strait Islander employment outcomes at North Metropolitan TAFE	Implement, review and refresh North Metropolitan TAFE's Aboriginal Employment Strategy (AES) to increase recruitment, retention, career development of Aboriginal staff	June 2018	General Manager Corporate Services & Director Human Resources
	Review annually human resources procedures and policies to ensure there are no barriers to Aboriginal and Torres Strait Islander employees and future applicants participating in North Metropolitan TAFE's workplace	December 2017-18	General Manager Corporate Services & Director Human Resources
	Review recruitment policies and practices to ensure they are culturally inclusive. All advertised vacancies will include the statement First Australian Peoples are encouraged to apply for this position.	December 2017	General Manager Corporate Services & Director Human Resources
	Achieve the goal of 3.2% of North Metropolitan TAFE's workforce represented by Aboriginal and Torres Strait Islander staff	August 2019	General Manager Corporate Services & Director Human Resources
	Increase the representation of Aboriginal and Torres Strait Islander people at all levels of seniority at North Metropolitan TAFE through strategies such creation of career pathways to transition into leadership roles	August 2019	General Manager Corporate Services & Director Human Resources
	Collect information within the existing privacy and confidentiality legislations and policies on North Metropolitan TAFE's current Aboriginal and Torres Strait Islander staff to inform future employment opportunities	December 2017-18	General Manager Corporate Services & Director Human Resources
	Engage with existing Aboriginal and Torres Strait Islander staff to consult on employment strategies, including professional development	December 2017-18	General Manager Corporate Services & Director Human Resources
	Engage with Aboriginal and Torres Strait Islander employees in the design, development and delivery of North Metropolitan TAFE Aboriginal professional development programs and succession plans	August 2019	General Manager Corporate Services & Director Human Resources
Identify, develop and support Aboriginal and Torres Strait Islander leaders in the WA Public Service	Encourage eligible Aboriginal and Torres Strait Islander employees to participate in North Metropolitan TAFE and the Public Sector Commission leadership development programs	December 2017-18	General Manager Corporate Services & Director Human Resources
	Develop a mentoring model with Aboriginal and Torres Strait Islander leaders (external and internal) to act as role models and mentors for Aboriginal and Torres Strait Islander employees	August 2019	General Manager Corporate Services & Director Human Resources
	Commit to apply for one Public Sector Commission Aboriginal traineeship and two North Metropolitan TAFE Aboriginal school based traineeships per year	October 2017	Managing Director & Executive
	Support Aboriginal and Torres Strait Islander employees to participate in internal and external committees. For example, Public Sector Commission working groups and North Metropolitan TAFE's Academic Board.	August 2019	Managing Director & Executive

Tracking progress and reporting

The North Metropolitan TAFE RAP Working Group will champion the Reconciliation Action Plan and monitor and report on its effectiveness. North Metropolitan TAFE will use a continuous improvement process to ensure our Reconciliation Action Plan is a living document and we will formally report on our achievements annually.

Action	Deliverable	Timeline	Responsibility
Report RAP achievements to Reconciliation Australia	Submit the RAP Impact Measurement Questionnaire to Reconciliation Australia annually (due by 30 September)	September 2017-19	General Manager Organisational Services
	Participate in Reconciliation Australia's RAP Barometer Survey	May 2018	General Manager Organisational Services
Report RAP achievements internally and externally	Review and report on the implementation of the RAP to AEETC & Executive	February 2018-19 August 2018-19	General Manager Organisational Services
	Communicate the achievements of our RAP to North Metropolitan TAFE staff on an annual basis	August 2018-19	Managing Director & RAP Working Group Chair
Review, refresh and update RAP	Liaise with Reconciliation Australia to develop a new RAP based on learnings, challenges and achievements	December 2017	Director, Human Resources
	Send draft RAP to Reconciliation Australia for review and feedback	March 2019	General Manager Organisational Services
	Submit draft RAP to Reconciliation Australia for formal endorsement	June 2019	General Manager Organisational Services

Acronyms

AEETC: Aboriginal Employment, Education and Training Committee

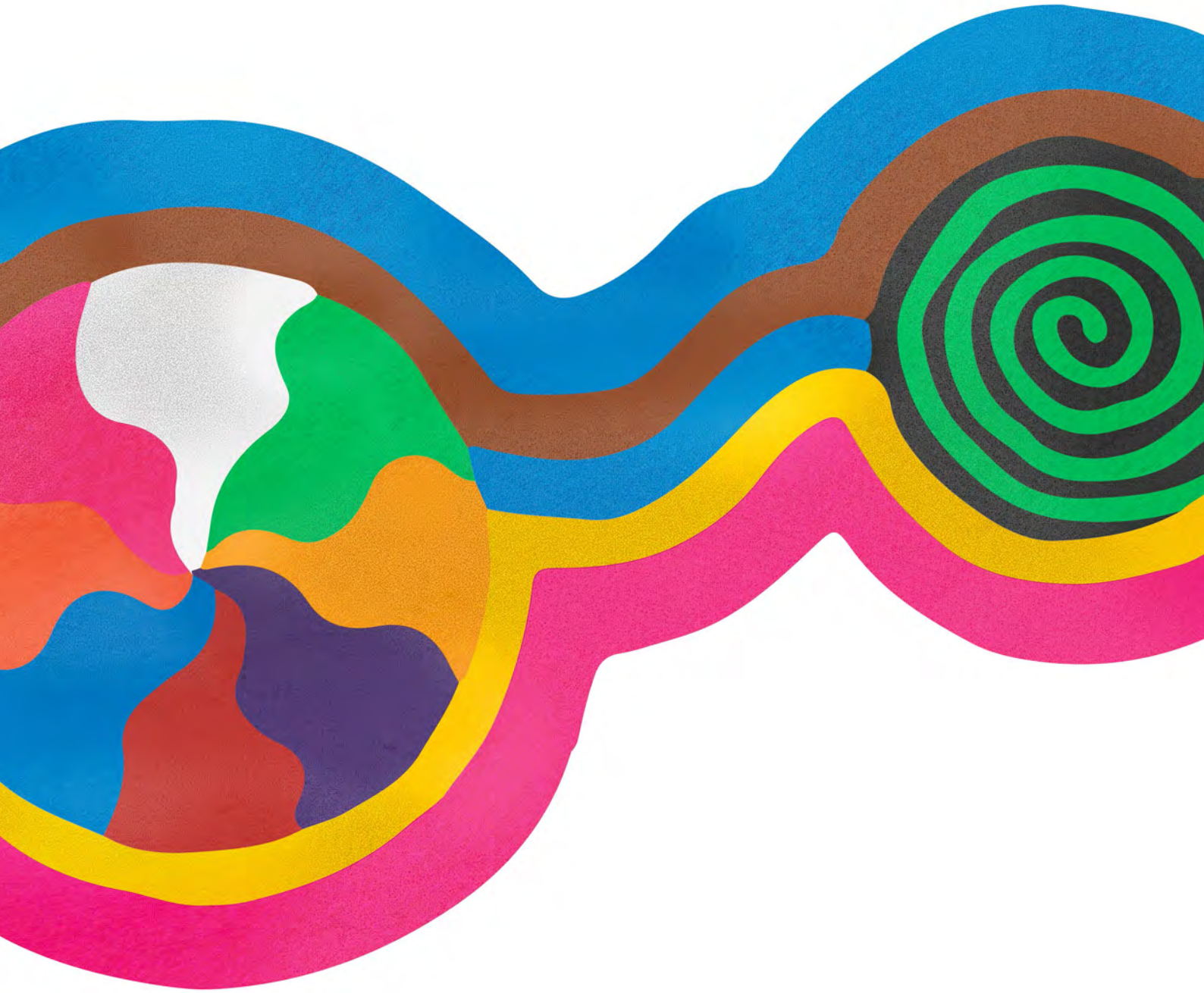
AES: Aboriginal employment strategy 2017-2022

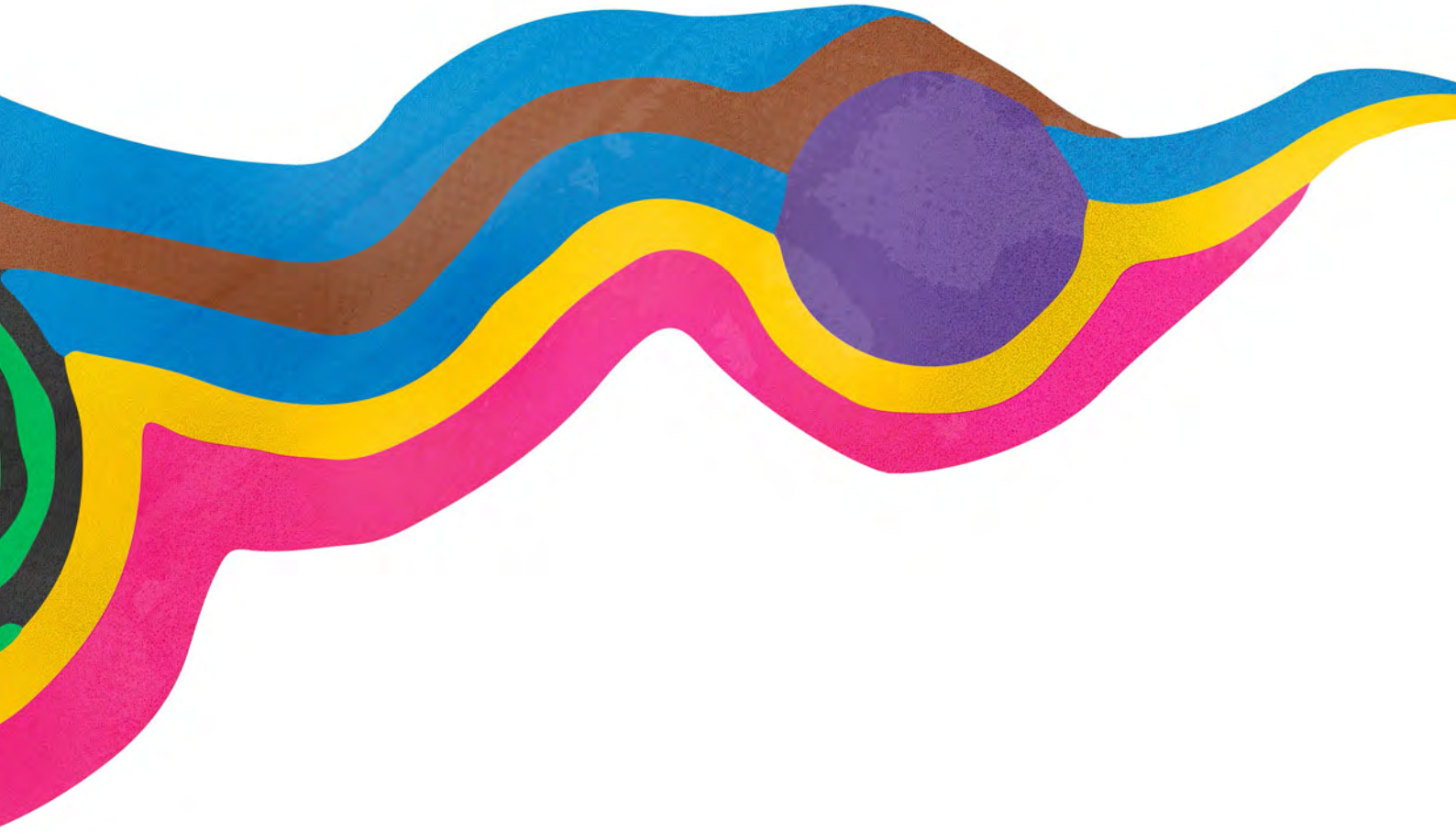
NAIDOC: National Aborigines and Islanders Day Observance Committee

NRW: National Reconciliation Week

RAP: Reconciliation Action Plan

RWG: RAP Working Group





Statement of Recognition

Reconciliation Australia is the national organisation promoting reconciliation between Aboriginal and Torres Strait Islander Peoples and the broader Australian community.

Contact details

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GOVERNMENT OF WESTERN AUSTRALIA

TAFE WA North Metropolitan

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