

## INDIGENOUS EMPLOYMENT POLICY

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References and Legislation	<p>The United Nations Economic and Social Council, Commission on Human Rights definition of "Indigenous Peoples". U.N., UNESCO, ref: E/Cn.4./Sub.2/L.566, 1982.</p> <p>National Aboriginal and Torres Strait Islander Education Policy 1989</p> <p>National Strategy for the Education of Aboriginal and Torres Strait Islander Peoples 1996–2002</p> <p>Australian Directions in Indigenous Education 2005–2008, Aboriginal and Torres Strait Islander Education Action Plan 2010–2014.</p> <p>Indigenous Higher Educations Advisory Council (IHEAC) Strategic Plan for 2006-2008: Improving Indigenous Outcomes and Enhancing Indigenous Culture and Knowledge in Australian Higher Education</p>

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## 1. Purpose

APIC recognises that Aboriginal and/ or Torres Strait Islanders are statistically amongst the most disadvantaged groups in Australia. This includes employment. Improved labour market participation is central to achieving positive outcomes for individuals and their families in terms of social and economic engagement.

The Indigenous population of Sydney is estimated to be the largest single Indigenous community in Australia and provides APIC with an opportunity to provide opportunities to, and to partner with, Aboriginal and/ or Torres Strait Islanders, especially those in Sydney, to achieve sustainable economic and social outcomes.

In addition, APIC acknowledges that Aboriginal and/ or Torres Strait Islander staff are central to the development of teaching and research of Aboriginal and Torres Strait Islander knowledge, which is critical to the higher education sector and society.

Underpinning this policy is the APIC's commitment to reconciliation between Aboriginal and Torres Strait Islander and non - Aboriginal and Torres Strait Islander Australians as outlined in the Aboriginal and Torres Strait Islander Reconciliation Statement, and to the provision of equal opportunity in employment together with the promotion of inclusion through valuing diversity in the workplace.

APIC is also committed to improving Aboriginal and Torres Strait Islander enrolment and progression rates across all levels of the College. APIC's position is outlined in the Indigenous Education Policy

## 2. Scope

Implementation of this policy is a responsibility shared across all sections and staff of APIC.

## 3. Definitions

Item	Definition
<i>Aboriginal and/or Torres Strait Islander</i>	<p>A person who:</p> <ol style="list-style-type: none"> <li>1. is of Aboriginal and/or Torres Strait Islander descent;</li> <li>2. identifies as an Aboriginal and/or Torres Strait Islander, and</li> <li>3. is recognised by the Indigenous community in which they live as an Aboriginal and/or Torres Strait Islander.</li> </ol>

## 4. Policy Statement

This policy describes the principles underpinning Aboriginal and Torres Strait Islander peoples' employment and engagement (in the context of employment) at APIC.

### 4.1 Vision

APIC's vision is to contribute to the national reconciliation process between indigenous and non-indigenous Australians by establishing APIC as an organisation of exemplary practice in indigenous employment.

This policy provides guidance for the development and management of Indigenous employment at APIC. It does this by setting out objectives, principles and protocols. In doing so APIC's Indigenous Employment Policy aims to align the College's employment activities with national indigenous employment guidelines as well as existing College documentation relating to indigenous employment.

#### 4.2 Objectives

APIC seeks to:

1. Increase the participation rate and employment outcomes of Aboriginal and/ or Torres Strait Islanders across all levels at APIC to at least reflect participation levels in society.
2. Be an employer of choice for Aboriginal and/ or Torres Strait Islanders.
3. Develop leading strategies and contribute to shaping the national agenda in Aboriginal and Torres Strait Islander Employment and engagement.
4. Redress, through affirmative action in employment, the past disadvantage experienced by Aboriginal and/ or Torres Strait Islanders.
5. Create a work environment that is free from discrimination, promotes an understanding of Aboriginal and Torres Strait Islander culture, and is culturally respectful and inclusive.
6. Build and develop a positive working relationship with the community and relevant stakeholders about improving employment outcomes for Aboriginal and/ or Torres Strait Islanders.

#### 4.3 Principles

APIC aims to achieve a level of employment participation by Aboriginal and/ or Torres Strait Islanders at the level of their representation in the community, or greater, noting that Aboriginal and/ or Torres Strait Islanders make up 2.5% of the Australian population.

APIC aims to increase retention in the workforce and long term career and employment prospects for Aboriginal and/ or Torres Strait Islanders.

APIC will strive towards these guiding principles by undertaking the following actions:

1. Provide an environment where Aboriginal and Torres Strait Islander employees are encouraged to achieve their full potential.
2. Celebrate the knowledge, skills and history of Aboriginal and/ or Torres Strait Islanders and recognise the cultural diversity this knowledge brings to the workplace.
3. Provide a workplace where cultural, social and religious systems practiced by Aboriginal and/ or Torres Strait Islanders are respected.
4. Include representation of Aboriginal and Torres Strait Islander employees across a wide range of areas and levels of APIC.

#### 4.4 Employment and Career

APIC will seek to:

1. Develop innovative employment programs to attract Aboriginal and/ or Torres Strait Islanders to all levels and types of employment at APIC. These will include trainee or cadetships, graduate-entry, early career, middle and senior level programs in general and academic positions.

2. Develop programs to provide employment pathways for Aboriginal and/ or Torres Strait Islanders, including transition from study to employment or entry into the workforce - such as internships and skill development workshops.
3. Positively and proactively seek to recruit Aboriginal and/ or Torres Strait Islanders and provide Aboriginal and Torres Strait Islander and non - Aboriginal and Torres Strait Islander Australians identified positions and designated positions where appropriate.
4. Provide targeted induction and orientation programs for Aboriginal and/ or Torres Strait Islander employees.
5. Offer career development programs such as training, education, mentoring, job exchange, and other professional learning initiatives to build individual skills and leadership capacity. These programs will assist in retaining Aboriginal and/ or Torres Strait Islanders at APIC on "whole of career" pathways.
6. Work with external partners to develop scholarships and support for work placements.
7. Provide other support mechanisms and networks for Aboriginal and/ or Torres Strait Islander employees, including conferences, seminars and forums.

APIC will further support Aboriginal and/ or Torres Strait Islander employment by adopting Government initiatives that promote increased Aboriginal and/ or Torres Strait Islander employment participation.

APIC will provide support to managers and supervisors in the process of recruiting and selecting Aboriginal and/ or Torres Strait Islander employees, and managing and supervising Aboriginal and/ or Torres Strait Islanders on traineeships or internships, or other employment programs. This will include support in undertaking career development planning, performance and review processes, and reward and recognition.

APIC encourages Aboriginal and/ or Torres Strait Islander employees or potential employees to identify themselves.

#### 4.5 Engagement Aboriginal and/ or Torres Strait Islander

APIC will seek to engage with external organisations (community, businesses, industries, and government), to foster alliances and partnerships, and to develop programs that improve Aboriginal and/ or Torres Strait Islander employment opportunities.

APIC will seek opportunities to raise awareness of cultural diversity within employment by cooperating or partnering with external organisations and businesses including developing and providing training programs in cultural diversity within the workplace.

#### 4.6 Policies

APIC aims to build mutually beneficial partnerships based on respect through the participation and contribution of Aboriginal and/ or Torres Strait Islander employees in employment-related decision-making processes. This will include membership of certain selection panels, and involvement in staffing strategy development. To ensure cultural diversity is embedded within APIC, all College-wide employment or staff-related strategies or policies will give consideration to the cultural diversity of the community in which APIC operates.

Training programs on cultural diversity for staff will be developed and, once in place, attendance will be a requirement for all staff participating in recruitment and selection processes.

APIC encourages Aboriginal and Torres Strait Islander employees to participate in cultural diversity programs and services, activities, committees and networks organised by the College. APIC will incorporate into its policies and procedures the opportunity for Aboriginal and/ or Torres Strait Islander employees to participate in cultural activities and events, such as national days of observance, e.g. NAIDOC.

4.7 Communication

APIC will place this policy and any programs (as they are developed) on its web site.

5. Document Change Control

<i>Version</i>	<i>Change Description</i>	<i>Date</i>	<i>Author</i>
1.0	New policy development	7 January 2017	Corinne Green