

# Oxfam Australia's Reconciliation Action Plan 2011-12

**We believe reconciliation is critical to achieving a just world without poverty.**

Oxfam Australia affirms the special place and identity of Aboriginal and Torres Strait Islander peoples as First Australians. We recognise their culture, history and diversity, as well as their and deep connections to, and custodianship of, the land.

We value the contributions that Aboriginal and Torres Strait Islander people make to Australian culture and society and the opportunity to learn from Aboriginal and Torres Strait Islander peoples.

We particularly recognise that their cultures are diverse, dynamic and changing.

We are committed to working in a respectful way with Aboriginal and Torres Strait Islander organisations and communities, to work with them towards the realisation of their rights, to support them to achieve their potential on a basis of equity and respect, and assist them in gaining greater control over their own affairs, to voice their own issues and determine priorities and policy relevant to their futures.

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## **Our vision for Reconciliation**

*We believe that reconciliation is critical to achieving a just world without poverty.*

A reconciled Australia will be a place where Aboriginal and Torres Strait Islander cultures are valued, respected and affirmed across all areas of society and where the rights of Aboriginal and Torres Strait Islander people — as articulated in the United Nations Declaration on the Rights of Indigenous Peoples — are realised, having been enshrined in, and protected under, Australian law.

It will be a time when proper restitution has been made to the First Australians for the suffering caused by the invasion of their lands and the violence, dispossession and exclusion that followed. We believe that these and other past injustices — including the hurt, pain and suffering caused to the Stolen Generations, and the loss of land and culture without recompense — continues to impact on the level of disadvantage faced by Aboriginal and Torres Strait Islander people today. Australians will know we are truly reconciled when the past is no longer a barrier to us forming relationships of friendship and trust with one another.

In a reconciled Australia, Aboriginal and Torres Strait Islander children will have the capacity and opportunity to exercise choices about their lives and cultures. We must all play an active part in working towards this vision.

Reconciliation cannot be achieved while the huge disparity exists in health, wellbeing and opportunities between Aboriginal and Torres Strait Islander peoples and other Australians. We are joining with other organisations across the nation to help close the gaps in life expectancy and opportunity, and work towards the full realisation of the human rights of Aboriginal and Torres Strait Islander peoples. We believe this should be a national priority for governments at all levels, as well as for Australian society as a whole. To further reconciliation, we are asking the Australian Government to undertake a comprehensive review of all the legislation, policies, and programs that affect Aboriginal and Torres Strait Islander peoples and align them to the spirit and intent of the United Nations Declaration on the Rights of Indigenous Peoples.

**Oxfam Australia therefore commits to working for reconciliation between Aboriginal and Torres Strait Islander peoples and other Australians.**

We are committed to working in a respectful way with Aboriginal and Torres Strait Islander organisations and communities, to work with them towards the realisation of their rights, to support them to achieve their potential on a basis of equity and respect, and assist them to gain greater control over their own affairs, to voice their own issues and determine priorities and policy on issues relevant to their futures.

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## Our business

Oxfam Australia is a non-Indigenous, independent, not-for-profit, secular, community-based international development agency. Oxfam is an international confederation of 15 organisations working together in 98 countries and with partners and allies around the world to find lasting solutions to poverty and injustice.

We use a combination of rights-based sustainable development programs, public education, fair trade, campaigns, advocacy and humanitarian assistance in disasters and conflicts. We challenge the structural causes of poverty at global, regional, national, local, community and household levels, within the framework of rights-based development.

## Our vision

Oxfam Australia's vision is of a fair world, in which people control their own lives, their basic rights are achieved and the environment is sustained.

## Our work

Our work is a partnership through which Australians enable poor and marginalised people to control their own development, achieve equality, and exercise their basic rights. Our work is guided by a rights-based approach — the belief that every human being has rights and that these rights are inalienable, universal, indivisible and interdependent. We believe that respect for human rights will help lift people out of poverty and injustice, allow them to assert their dignity and bring about sustainable development. We seek to achieve this change through the following key areas:

**Economic Justice** We support people to make a decent living, leading dignified lives free from poverty and hunger.

**Essential Services** We help people to access clean water, healthcare, education and sanitation.

**Rights in Crisis** We support people to live safe from war, violence and natural disaster.

**Gender Justice** We support women and men to enjoy equal rights, and live free from violence and discrimination.

## Our work with Aboriginal and Torres Strait Islander people

Oxfam has been working in partnership with Aboriginal and Torres Strait Islander peoples and organisations for more than 30 years. Together, we're supporting projects across Australia that are making a positive difference to the lives of Indigenous Australians.

*"As an Australian agency, Oxfam Australia has a particular responsibility to support Aboriginal and Torres Strait Islander People to exercise their rights to basic social services, sustainable livelihoods, a strong voice and cultural diversity in our own country."*

Oxfam Australia Strategic Plan, 2007–2013

The Aboriginal and Torres Strait Islander Peoples' Program (ATSIP Program) sits within the Public Policy and Outreach section of Oxfam Australia. The ATSIP Program team consists of seven staff members located in the national office in Melbourne. Oxfam Australia's work is based on a "One Program" approach, which integrates long-term community development, humanitarian responses and advocacy. It encourages units to work together and share knowledge across the agency. The ATSIP Program leads in the implementation of Oxfam Australia programs that partner with Aboriginal and Torres Strait Islander peoples, communities and organisations. The ATSIP Program works with other units, particularly Campaigns, Media and Advocacy; and collaborates closely with the Indigenous Rights Advocacy Team, who lead agency advocacy related to Indigenous Rights. Oxfam Australia is committed to developing the most effective ways to work in partnership with Aboriginal and Torres Strait Islander people and communities in their quest for social justice, and supports them in making their voices heard.

Our role as an international human rights agency positions us to take action to alleviate poverty, injustice and suffering and to speak out on violations of human rights. We affirm the significant place and identity of Aboriginal and Torres Strait Islander peoples as First Australians, recognise their culture, history and diversity, and support all Australians in achieving their potential on a basis of equity and respect.

# Oxfam Australia's Reconciliation Action Plan 2011–12

## Our purpose

We work in long-term partnerships with Aboriginal and Torres Strait Islander communities, organisations, individuals and groups to support them to achieve self-determination and social justice.

We seek to create opportunities for Aboriginal and Torres Strait Islander women, men, children and young people to exercise their rights to basic social services, a sustainable livelihood, a strong voice, a strong cultural identity, and a life free from violence.

We recognise that in order to influence the policies and practices of government and other decision-makers there must be multi-layered action at local, regional, state, national and international levels.

All Australians have responsibility for holding government, stakeholders and the public to account for realising positive change and social justice in Aboriginal and Torres Strait Islander Australia.

We believe that closing the gap in life expectancy between Aboriginal and Torres Strait Islander peoples and other Australians is possible within 25 years and, with collaboration with other agencies, we will work to achieve this.

## Our ways of working

**Partnerships:** we work to establish solid and long-lasting relationships based on respect and equity. We work to be responsive to partners' needs and, in the spirit of two-way learning, encourage flexible, open practice. Our relationships are inclusive and non-partisan. Project "failure" or disagreements are viewed as an opportunity to learn and develop better ways of working.

**Relationship broker:** we work to broker relationships, facilitate the exchange of information and be an intermediary that puts the community in contact with decision-makers.

**Long term community development:** we respect Aboriginal and Torres Strait Islander peoples' decision-making and community control. We aim to build local skills so communities can create their own solutions to poverty and injustice.

**Capacity building:** we support people and organisations develop the skills, knowledge and resources to better manage their own affairs. Our support is based on the needs our partners identify.

**Advocacy and campaign work:** we strongly believe that enhancing Aboriginal and Torres Strait Islander peoples' ability to speak out about the issues affecting them leads to significant and positive outcomes. We work in partnerships with Aboriginal and Torres Strait Islander people and their organisations to hold governments, corporations and others, including ourselves, to account and speak on selected issues as a human rights based agency.

**Knowledge building:** we identify gaps in research and aim to follow Aboriginal and Torres Strait Islander-identified research protocols and ethics. Knowledge-building is not just about statistical data, but having strong working relationships with partners and communities.

**Organisational cultural change and development:** we recognise the need to continually adjust the ways we work, particularly in terms of cultural competency. We will encourage the organisation to look internally, bring different units together, identify knowledge gaps, encourage open communication and promote best practice.

**Gender:** a gender lens informs all our program work. As in all societies, gender is a key life determinant in Australia and in Aboriginal and Torres Strait Islander communities, and must be taken into account in all projects and planning. Alongside "mainstreaming" gender in all our work, we also support gender-specific projects.

# Oxfam Australia's Reconciliation Action Plan 2011–12

## **Our people**

We have approximately 713 employees working in 12 countries — 307 staff in our Australian offices, 140 staff in our Trading Division and 266 in our overseas offices. Three of our Australian staff identify as Aboriginal. We also work with an Aboriginal and Torres Strait Islander Reference Group, consisting of 12 people. The Reference Group provides advice and guidance, based on their experience and knowledge of current and emerging realities, directions and needs in Aboriginal and Torres Strait Islander Australia.

Oxfam Australia has a diverse supporter base. We currently have 45 Oxfam groups across the country that meet to stage events, raise funds, support campaigns and promote our work. We also have seven active Oxfam State Committees.

Our donors, activists and shop customers are a major part of our work. In 2009–2010 our Oxfam community included 399,896 customers of Oxfam Shop, 177,696 individual donors, 146,782 Oxfam activists, and 4,956 Oxfam Trailwalkers.

We are governed by a Board of 15 members, with 10 who are currently elected by our membership base. The Board meets quarterly and is responsible for setting our policies and strategic direction, approving and monitoring the annual budget, ensuring overall financial wellbeing, monitoring overall organisational performance and ensuring we meet regulatory and statutory requirements.

## **Our Reconciliation Action Plan (RAP)**

Oxfam Australia was one of the first “trailblazer” organisations invited to develop a RAP in 2006.

The Oxfam Australia 2007–2009 RAP was reported on by the ATSIP Program in 2009. At this time, there were discussions about where the RAP should “sit” organisationally and who the key stakeholders should be to develop, implement and monitor it. Responsibility for the RAP was subsequently assigned to the Operations Section and the RAP Refresh process commenced.

A RAP workshop was held in 2010 and a RAP Refresh Working Group was established which included staff from Human Resources, the ATSIP Program, the International Programs Section, Advocacy and Marketing.

The development of the 2011–12 RAP has taken place in consultation with Reconciliation Australia, while also seeking feedback and comment from Oxfam Australia's Aboriginal and Torres Strait Islander Reference Group.

Recently, it was decided that overall responsibility for the RAP should sit within the Executive Directorate, supported by the Chief Operating Officer (COO). The RAP will be approved by Oxfam Australia's Management Team and Aboriginal and Torres Strait Islander Reference Group and will be sent to the Board for approval once finalised.

# Oxfam Australia's Reconciliation Action Plan 2011–12

## 1. Relationships

**1.1 Focus area:** to build meaningful relationships with Aboriginal and Torres Strait Islander People based on respect and cross-cultural competence and to live out our values in our daily work

Action	Timeframes	Responsibility	Measurable Target
1.1.1. Ensure ATSIP Program strategy is developed with genuine engagement of the Aboriginal and Torres Strait Islander people they seek to work with (including youth and women).	<ul style="list-style-type: none"> <li>Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>Director PPO, ATSIP Program Manager</li> </ul>	<ul style="list-style-type: none"> <li>Work in partnership with local, regional and/or national Indigenous organisations in the development of all programs relating to Aboriginal and Torres Strait Islander people.</li> <li>Continue to build relationships with key Indigenous organisations including the National Congress of Australia's First Peoples.</li> <li>Consult with the Oxfam Aboriginal and Torres Strait Islander Reference Group on program issues.</li> </ul>
1.1.2. Further develop our work and relationships with members of the Oxfam Aboriginal and Torres Strait Islander Reference Group and the organisations and communities in which they work	<ul style="list-style-type: none"> <li>Feb 2012 and Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>Director Public Policy and Outreach (PPO)</li> </ul>	<ul style="list-style-type: none"> <li>Ensure the Oxfam Aboriginal and Torres Strait Islander Reference Group meets twice yearly, with at least one of these meetings happening face to face.</li> <li>Ensure the Oxfam Aboriginal and Torres Strait Islander Reference Group engages with the agency and has the opportunity to provide advice to the agency on key issues throughout the year.</li> <li>The Terms of Reference for the Oxfam Aboriginal and Torres Strait Islander Reference Group will be reviewed by January 2012 to ensure it is delivering key support and advice to the agency. The new Terms of Reference for the Group will be developed by the Director of Public Policy and Outreach in consultation with the ATSIP Program and Reference Group members themselves.</li> <li>Following the update of the Terms of Reference, membership of the Reference Group will be reviewed by February 2012 to ensure it is appropriate for the group's focus.</li> <li>Develop closer relationships between the Reference Group and our Aboriginal and Torres Strait Islander policy and program work.</li> <li>Ensure that both Aboriginal and Torres Strait Islander stakeholders and the Reference Group are involved in all future RAP Refresh processes.</li> </ul>
1.1.3. Establish a network of staff working on Reconciliation within Oxfam Australia (OAUS) and ensure that the RAP is disseminated throughout the organisation	<ul style="list-style-type: none"> <li>Dec 2011</li> </ul>	<ul style="list-style-type: none"> <li>Executive Directorate</li> </ul>	<ul style="list-style-type: none"> <li>Review the membership of the Reconciliation Working Group so that it includes at least one Director, a representative of the Executive Director, staff who work on Indigenous programs and staff from at least two other Sections across the agency.</li> <li>Ensure the Working Group meets quarterly to monitor the activities of the RAP and discuss new initiatives.</li> <li>Ensure that the RAP is included in Oxfam Australia Induction Day and other relevant training events.</li> <li>Ensure the Office and Volunteer Coordinators in each State are conducting activities in line with the RAP.</li> </ul>

# Oxfam Australia's Reconciliation Action Plan 2011–12

1.1.4. Reconciliation initiatives incorporated into strategic plans and relevant operational plans	<ul style="list-style-type: none"> <li>• June 2012</li> </ul>	<ul style="list-style-type: none"> <li>• Section Directors</li> </ul>	<ul style="list-style-type: none"> <li>• Incorporate reconciliation initiatives into the work plans of all relevant sections.</li> <li>• Ensure Aboriginal and Torres Strait Islander Reference Group is engaged in relevant planning and review processes.</li> <li>• Ensure the principles of reconciliation are considered in the review of O AUS policies and procedures.</li> <li>• Ensure all strategic and operational plans with reconciliation initiatives are recorded and reported on.</li> </ul>
1.1.5. Actively promote understanding of the rights of Aboriginal and Torres Strait Islander peoples to staff, supporters, politicians and the wider community	<ul style="list-style-type: none"> <li>• Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>• Director PPO and Director of Marketing</li> </ul>	<ul style="list-style-type: none"> <li>• Hold one five day human rights training workshop for Aboriginal and Torres Strait Islander advocates.</li> <li>• Distribute and promote information on the United Nations Declaration on the Rights of Indigenous Peoples.</li> <li>• Distribute and promote the Oxfam/DTP publication <i>Free and Equal: towards respect for the human rights of the Indigenous Peoples of Australia</i>.</li> <li>• Publish at least one article on Aboriginal and Torres Strait Islander issues and achievements in major communications for Oxfam supporters and the general public on an annual basis.</li> <li>• Publish at least six new pieces on the Oxfam Australia website relating to Aboriginal and Torres Strait Islander people on an annual basis.</li> </ul>
1.1.6. Support Aboriginal and Torres Strait Islander voices to be heard	<ul style="list-style-type: none"> <li>• Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>• ATSIP Program Manager</li> </ul>	<ul style="list-style-type: none"> <li>• Provide financial and other support for at least two Aboriginal and Torres Strait Islander youth to attend international human rights forums.</li> <li>• Support at least two lobbying visits by Health Council members from the Lower Gulf region of Queensland.</li> <li>• Support Straight Talk on an ongoing basis and provide opportunities for Aboriginal and Torres Strait Islander women from across Australian to be involved.</li> </ul>
1.1.7. Support Aboriginal and Torres Strait Islander organisations	<ul style="list-style-type: none"> <li>• Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>• ATSIP Program Manager</li> </ul>	<ul style="list-style-type: none"> <li>• Provide at least one advocacy training session to chosen Aboriginal and Torres Strait Islander organisations.</li> <li>• Provide at least one creative communications workshop or event for selected Aboriginal and Torres Strait Islander organisations.</li> </ul>
1.1.8. Consider and review governance arrangements	<ul style="list-style-type: none"> <li>• Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>• Executive Director and Director PPO</li> </ul>	<ul style="list-style-type: none"> <li>• Create better links with the Aboriginal and Torres Strait Islander Reference Group and the Oxfam Australia Board and/or one of its Committees.</li> <li>• Ensure the Board can access the RAP and is provided with the document for reference once a year.</li> </ul>

# Oxfam Australia's Reconciliation Action Plan 2011–12

## 2. Respect

### 2.1. Focus area: promoting cross-cultural awareness, communication and competence

Action	Timeframes	Responsibility	Measurable Target
2.1.1. Further develop Aboriginal and Torres Strait Islander cultural protocols and improve induction processes to include an understanding of these	<ul style="list-style-type: none"> <li>March 2012</li> </ul>	<ul style="list-style-type: none"> <li>Executive Director and COO (Associate Director HR and Learning and Development Manager)</li> </ul>	<ul style="list-style-type: none"> <li>Continue acknowledgement of Traditional Custodians and Elders at all gatherings.</li> <li>Ensure the induction process for new Board members, staff and volunteers includes:                             <ul style="list-style-type: none"> <li>The RAP</li> <li>Aboriginal and Torres Strait Islander cultural protocols</li> <li>An overview of our ATSIP Program and work with Aboriginal and Torres Strait Islander communities</li> </ul> </li> </ul>
2.1.2. Develop our understanding of Aboriginal and Torres Strait Islander peoples' cultures, histories and world views	<ul style="list-style-type: none"> <li>Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>COO (Associate Director HR and Learning and Development Manager)</li> </ul>	<p>Within the budget constraints and resources available to:</p> <ul style="list-style-type: none"> <li>Ensure there is available budget for RAP activities and cultural training for staff in Melbourne and in all state offices.</li> <li>Review current cultural training programs to ensure they are relevant, appropriate, accessible and employ appropriate cultural training providers.</li> <li>Ensure at least five cultural training programs are offered every year to staff, both in Melbourne and state offices.</li> <li>Ensure that each training session is well attended.</li> <li>Mandate that all staff attend a cultural training program within the first 12 months of employment with Oxfam Australia.</li> <li>Ensure all managers review the number of staff being trained and enforce the training mandate.</li> <li>Ensure that a section on Indigenous issues is embedded in all gender training.</li> <li>Ensure the RAP and cultural protocols are embedded in National Induction training.</li> </ul>
2.1.3. Update the diversity policy	<ul style="list-style-type: none"> <li>Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>COO</li> </ul>	<ul style="list-style-type: none"> <li>Ensure the diversity policy is updated and adhered to across the agency.</li> </ul>



# Oxfam Australia's Reconciliation Action Plan 2011–12

## 2.2. Focus area: celebrating Aboriginal and Torres Strait Islander cultures and creating a safe and supportive working environment which is respectful of cultural diversity

2.2.1. Signage acknowledging Traditional Custodians	<ul style="list-style-type: none"> <li>Jan 2012</li> </ul>	<ul style="list-style-type: none"> <li>COO (National Facilities Manager)</li> </ul>	<ul style="list-style-type: none"> <li>Ensure there is appropriate signage in Melbourne, each state office, the warehouse and each of our shops.</li> </ul>
2.2.2. Culturally appropriate artwork permanently displayed in foyer of all OAU state offices	<ul style="list-style-type: none"> <li>Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>COO and Executive Directorate</li> </ul>	<ul style="list-style-type: none"> <li>Display Aboriginal and Torres Strait Islander artwork in our offices through purchasing, borrowing or selling it in our shops.</li> </ul>
2.2.3. Acknowledge Traditional Custodians in all staff email signatures	<ul style="list-style-type: none"> <li>Jan 2012</li> </ul>	<ul style="list-style-type: none"> <li>Executive Director</li> </ul>	<ul style="list-style-type: none"> <li>Update the standard email signature template to include the following acknowledgment of Traditional Custodians in email signature for all Australia-based staff: <b>I respectfully acknowledge the Traditional Owners and Custodians of the country on which I work.</b></li> </ul>
2.2.4. Celebrate NAIDOC, National Reconciliation Week and other important dates	<ul style="list-style-type: none"> <li>Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>Executive Director, Director of Marketing</li> </ul>	<ul style="list-style-type: none"> <li>Ensure agency wide celebrations of at least two key dates/events every year (including National Reconciliation Week).</li> <li>Promote key dates and events on our website.</li> </ul>

## 3. Opportunities

### 3.1 Focus area: supporting Aboriginal and Torres Strait Islander People in their quest for justice, improved health and wellbeing outcomes and control over their lives through genuine community engagement

Action	Timeframes	Responsibility	Measurable Target
3.1.1. Aboriginal and Torres Strait Islander Peoples' Program	<ul style="list-style-type: none"> <li>Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>Director PPO and Manager ATSIP Program</li> </ul>	<ul style="list-style-type: none"> <li>Work with 12 Aboriginal and Torres Strait Islander partner organisations to hold governments to account on their responsibilities and commitments to Aboriginal and Torres Strait Islander peoples.</li> <li>Support six national and international learning opportunities for Aboriginal and Torres Strait Islander individuals and groups.</li> <li>Develop programs that provide networking and capability-building opportunities for participants from urban, regional and remote areas, and report on the outcomes.</li> <li>Support skill-development opportunities for Aboriginal and Torres Strait Islander individuals and organisations through mentoring, training and workshops in areas such as advocacy, human rights and communications.</li> <li>Support the professional growth and experience of Aboriginal and Torres Strait Islander human rights advocates and the Indigenous Human Rights Network of Australia.</li> </ul>

# Oxfam Australia's Reconciliation Action Plan 2011–12

3.1.1. Aboriginal and Torres Strait Islander Peoples' Program	<ul style="list-style-type: none"> <li>• Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>• Director PPO and Manager ATSIP Program</li> </ul>	<ul style="list-style-type: none"> <li>• Strengthen the voices of Aboriginal and Torres Strait Islander young people and women in national and international forums and actions.</li> <li>• Ensure that our ATSIP Program works across at least three thematic areas of Health and Wellbeing, Youth, Self-determination and undertake regular evaluation and reporting.</li> <li>• Prioritise community support income for the ATSIP Program and associated work within other units that is commensurate with funding for international programs where Oxfam is a Managing Affiliate.</li> <li>• Hold the Straight Talk Program at least every 18 months, to bring together Aboriginal and Torres Strait Islander women with female parliamentarians.</li> </ul>
3.1.2. Indigenous Rights Advocacy Team	<ul style="list-style-type: none"> <li>• Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>• Advocacy Manager (Indigenous Advocacy Coordinator)</li> </ul>	<ul style="list-style-type: none"> <li>• Work with the Close the Gap Campaign Steering Committee to hold government to account for its Close the Gap commitments.</li> <li>• Contribute policy papers, shadow reports, and organise advocacy events working with the Close the Gap Steering Committee.</li> <li>• Ensure the Close the Gap Campaign secretariat supports the work of the Steering Committee and leadership forum.</li> <li>• Support a campaign for the Constitutional recognition of Aboriginal and Torres Strait Islander peoples. Work with the Australian Human Rights Commission to advance the implementation of the UN Declaration on the Rights of Indigenous People.</li> <li>• Support communities and/or partners on local advocacy issues, in collaboration with the ATSIP Program.</li> <li>• Investigate the establishment of an International Indigenous Peoples' Network within Oxfam International, including scoping what other affiliates are doing in relation to Indigenous Peoples.</li> </ul>
3.1.3. Continue to prioritise our involvement in the Close the Gap Campaign	<ul style="list-style-type: none"> <li>• Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>• Director PPO (Advocacy Manager, National Campaigns Manager)</li> </ul>	<ul style="list-style-type: none"> <li>• Remain an active member of the Close the Gap Campaign Steering Committee.</li> <li>• Actively build support for the campaign through campaign events and other initiatives.</li> <li>• Increase the number of Close the Gap pledges, in line with the previous year's amount.</li> </ul>
3.1.4. Commission research on key issues impacting on Indigenous Australians	<ul style="list-style-type: none"> <li>• Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>• Director PPO, Advocacy Manager, Research Manager</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure at least one piece of research is commissioned each year that addresses issues relevant to Aboriginal and Torres Strait Islander peoples.</li> </ul>

# Oxfam Australia's Reconciliation Action Plan 2011–12

3.1.5. Continue to develop and promote communication materials, tool and events to engage the Australian public on successes and issues relating to Aboriginal and Torres Strait Islander peoples	• Nov 2012	• Director of Marketing	<ul style="list-style-type: none"> <li>• Ensure our work with Aboriginal and Torres Strait Islanders is featured in one edition of Oxfam News every year. Further develop and promote online content relating to Aboriginal and Torres Strait Islander peoples.</li> <li>• Write a minimum of two opinion pieces relating to our Aboriginal and Torres Strait Islander work per year.</li> <li>• Ensure regular media monitoring of Aboriginal and Torres Strait Islander issues and provide media resources to support our Indigenous Rights Advocacy.</li> <li>• Develop a speaker's pack on Close the Gap for use by staff and advocates to promote understanding of Aboriginal and Torres Strait Islander issues at at community, state and national levels.</li> </ul>
3.1.6. Support Aboriginal and Torres Strait Islander young people to be engaged in Oxfam Programs	• Nov 2012	• Director PPO	<ul style="list-style-type: none"> <li>• Involve at least 50 Aboriginal and Torres Strait Islander youth participants in Oxfam Australia programs including Straight Talk, Human Rights Training, Change Course, and the Oxfam International Youth Partnership Program.</li> </ul>
3.1.7. Strengthen the participation of Aboriginal and Torres Strait Islander people in Oxfam's work	• Nov 2012	• COO (Associate Director HR) and Director PPO	<ul style="list-style-type: none"> <li>• Develop an Aboriginal and Torres Strait Islander Employment Strategy for approval by the Oxfam Australia Management Team.</li> <li>• Review the membership and role of the Aboriginal and Torres Strait Islander Reference Group to strengthen engagement and two-way learning.</li> </ul>
3.1.8. Support Aboriginal and Torres Strait Islander contractors and businesses	• Nov 2012	• COO and Management Team	<ul style="list-style-type: none"> <li>• Develop and internally promote an Aboriginal and Torres Strait Islander contractor list.</li> <li>• Identify Aboriginal and Torres Strait Islander businesses that could work with Oxfam Australia across all areas of the organisation.</li> </ul>
3.1.9. All Oxfam job vacancies include the statement "Aboriginal and Torres Strait Islander people are encouraged to apply"	• Nov 2012	• COO	<ul style="list-style-type: none"> <li>• Ensure that appropriate wording is included within each job advertisement.</li> </ul>
3.1.10. Support organisations committed to reconciliation	• Nov 2012	• COO	<ul style="list-style-type: none"> <li>• Actively promote the development of a RAP with key organisations that we work with and if all other considerations are equal, favour suppliers who have a RAP.</li> </ul>
3.1.11. Develop greater links and find new opportunities to work with Aboriginal and Torres Strait Islander producers to sell product through our shops and online channels	• Nov 2012	• General Manager Trading and COO	<ul style="list-style-type: none"> <li>• Work with our current Aboriginal and Torres Strait Islander producers to further develop our relationships.</li> <li>• Actively look for new Aboriginal and Torres Strait Islander producers and products to sell through our Trading Operation, with the aim of increasing the number of producers by Nov 2012.</li> <li>• Investigate opportunities to use Aboriginal and Torres Strait Islander artists as product designers for Oxfam Trading.</li> </ul>

# Oxfam Australia's Reconciliation Action Plan 2011–12

## 4. Monitoring

### 4.1 Focus Area: tracking progress and reporting

Action	Timeframes	Responsibility	Measurable Target
4.1.1. Actively supervise progress of our Reconciliation Action Plan	<ul style="list-style-type: none"> <li>Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>Executive Director and COO (RAP Working Group)</li> </ul>	<ul style="list-style-type: none"> <li>Monitor progress against the RAP at quarterly Working Group meetings.</li> <li>Ensure the Office and Volunteer Coordinators are asked to monitor and report on issues relating to the RAP in their offices.</li> <li>Report RAP progress to Management team and to Aboriginal and Torres Strait Islander Reference Group the every six months.</li> <li>Report RAP progress to the Board and to Reconciliation Australia annually.</li> <li>Commence the RAP Refresh at least three months prior to the end of the previous. RAP to ensure there is consistency and no gap in between our annual plans.</li> </ul>
4.1.2. Publically celebrate and share our plan	<ul style="list-style-type: none"> <li>Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>Executive Director (RAP Working Group)</li> </ul>	<ul style="list-style-type: none"> <li>Ensure our RAP is published on Oxfam website and provided to Reconciliation Australia.</li> <li>Ensure we host an event to launch our 2011–12 RAP and that there is a corresponding event held in each State Office.</li> </ul>
4.1.3. Develop annual report of progress and key learnings	<ul style="list-style-type: none"> <li>Nov 2012</li> </ul>	<ul style="list-style-type: none"> <li>RAP Working Group</li> </ul>	<ul style="list-style-type: none"> <li>Ensure a timely review and response to our RAP is developed, and that our achievements towards our RAP be published on the Oxfam website and provided to Reconciliation Australia and the Oxfam Management Team and Board.</li> </ul>

# Oxfam Australia's Reconciliation Action Plan 2011–12

## Oxfam Australia

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