



Aboriginal and Torres Strait Islander Employment Strategy

1 PURPOSE

- 1.1.1 To outline the University of Canberra's strategy for increasing employment opportunities, facilitating and encouraging career development, and maximising staff development opportunities for Aboriginal and Torres Strait Islanders at the University.

2 SCOPE

- 2.1.1 This strategy applies to all staff, Faculties and Business units within the University of Canberra.

3 PRINCIPLES

3.1 Objectives

- 3.1.1 The University is committed to building a workplace as diverse as the community in which it is located. Diverse workplaces bring diversity of thought which results in greater innovation and better outcomes.
- 3.1.2 The Reconciliation Action Plan envisions the University as a place of teaching and learning that is culturally inclusive, where aspirations are fostered, diversity is acknowledged and celebrated, and ongoing innovation and positive change is created and recognised. This will be achieved through active and meaningful engagement with Aboriginal and Torres Strait Islander people.
- 3.1.3 Our commitment to increase our Indigenous staffing profile is not just important to realising that aim. Achieving this goal is an active expression of our commitment to the broader aims of reconciliation. Recognition of past and present injustices compels us to actively commit ourselves and our institution to closing the gap in Indigenous employment within our community.
- 3.1.4 The Aboriginal and Torres Strait Islander Employment Strategy supports the goals of the Reconciliation Action Plan through the following objectives:
- Increasing to 1.5% of the UC workforce identifying as Aboriginal or Torres Strait Islander by March 2018;
 - Facilitating and encouraging Aboriginal and Torres Strait Islander employee's involvement in determining and encouraging career strategies, goals and objectives; and
 - Maximising staff development opportunities for Aboriginal and Torres Strait Islander employees.

3.2 Implementation

- 3.2.1 The strategy will be implemented by Dean's, Directors and VCG members in their respective portfolios, with quarterly monitoring and reporting by the *Aboriginal and Torres Strait Islander Employment Advisory Sub-Committee*.

4 STRATEGIC OBJECTIVES

4.1 Recruiting Indigenous Talent

The University of Canberra aims to achieve its 1.5% target by March 2018. In order to achieve this target, the University commits to the following actions:

- Report:** Quarterly reporting at the University and Portfolio level on Aboriginal and Torres Strait Islander employment figures, and recruitment statistics.

- ii. **Report:** The recruitment statistics will include the percentage of Aboriginal and Torres Strait Islander candidates who apply, are shortlisted for, and are successful in the recruitment process.
- iii. **Report:** Human Resources will create and maintain an Aboriginal and Torres Strait Islander Talent Eligibility List, which will provide hiring managers with a list of candidates who were deemed appointable, but were unsuccessful.
- iv. **Communicate:** The Committee will work with Human Resources and Marketing and Communications to develop recruitment material aimed at attracting Aboriginal and Torres Strait Islander talent to the University.
- v. **Communicate:** Representatives of the Committee will engage with hiring managers across the University through existing fora to communicate the Aboriginal and Torres Strait Islander Employment Strategy, and track progress against the strategic objectives.
- vi. **Plan and Commit:** Every portfolio will set local employment targets, and submit an annual plan to meet the objectives of this strategy.
- vii. **Plan and Commit:** In setting their local targets, faculties will include targets in relation to Academic staff, including Aboriginal and Torres Strait Islander Teaching Fellows.
- viii. **Plan and Commit:** Aboriginal and Torres Strait Islander Teaching Fellows will be subsidised centrally by 25% for the Faculty/Unit's first Teaching Fellow, to 50% for every Teaching Fellow thereafter.

4.2 Retaining Talent, and Building Careers

To ensure that our success in achieving the employment target is sustainable, the University must make best efforts to support, develop and retain our Aboriginal and Torres Strait Islander talent once recruited. To serve this aim, we commit to the following actions:

- i. **Career Planning:** Every Aboriginal and Torres Strait Islander employee will be provided with an opportunity to career plan with their manager. This career plan will be tailored to the individual's career objectives, and will identify staff development opportunities to support these aims.
- ii. **Career Planning:** Managers will work with Human Resources to identify opportunities external to their business unit, faculty, or portfolio, including short-term placements and other fixed-term opportunities.
- iii. **Career Planning:** The Sub-Committee will produce a template to assist in career planning.
- iv. **Mentoring:** Following the implementation of a career plan, the University will assist the employee to identify a mentor that corresponds with the identified career direction of the employee.
- v. **Mentoring:** Mentor's will be provided with cultural awareness training where required.

5 Responsibilities, and Review

- 5.1.1 **Implementation:** All hiring Managers, Deans and Directors share a responsibility to implement this strategy in their portfolios, faculties, and business units.
- 5.1.2 **Monitoring and Review:** The Sub-Committee will monitor and report on the implementation of this strategy. The Strategy will be continually reviewed by the sub-committee to ensure that it remains relevant to meeting the University's aims.