



Reconciliation Action Plan

July 2017 – July 2018

'Reflect'



**RECONCILIATION
ACTION PLAN**

REFLECT

Statement of support from the Chief Executive Officer

I am very pleased to introduce Geoscience Australia's first Reconciliation Action Plan 2017 – 18 (RAP). This plan acknowledges Aboriginal and Torres Strait Islanders as Australia's original geoscientists, and outlines our commitment to advancing reconciliation both within our organisation and within the Australian community.

Our work reaches throughout Australia. We recognise that the success of many of our programs is built upon respectful and productive relationships with Aboriginal and Torres Strait Islander peoples, communities, land councils and representative bodies.

This plan outlines the actions our organisation will take to strengthen these relationships. It will build cultural awareness and capability, provide greater representation of Aboriginal and Torres Strait Islander employees, and encourage better recognition of the value that Aboriginal and Torres Islander perspectives bring to the work we do.

Our RAP complements the Geoscience Australia Indigenous Employment Strategy 2016-2018, launched during NAIDOC Week 2016. It's about our commitment to the recruitment, retention and development of Aboriginal and Torres Strait Islanders so that we may benefit from the diverse perspectives, knowledge and culture they bring to Geoscience Australia. The RAP also builds on our commitment to an inclusive culture where all employees have a sense of belonging and have equal opportunity to contribute, participate and progress.

We have developed this RAP in consultation with our cultural reference group and Reconciliation Australia. Thank you to everyone involved for your hard work and commitment. I encourage all employees to reflect on how you will contribute to our RAP actions and look forward to sharing in our first reconciliation journey.

Dr James Johnson
Chief Executive Officer
Geoscience Australia



Our business

Geoscience Australia is the nation's trusted advisor on the geology and geography of Australia. We support Australian government and community by advising on geoscience challenges and opportunities. We apply our diverse professional expertise, our deep and trusted knowledge, our national-scale Earth observation infrastructure and our strong partnerships, to the opportunities and challenges that face our nation. We contribute to:

- Building Australia's Resource Wealth
- Ensuring Australia's Community Safety
- Securing Australia's Water Resources
- Managing Australia's Marine Jurisdictions
- Providing Fundamental Geographic Information
- Maintaining Geoscience Knowledge and Capability

Geoscience Australia is a Commonwealth Government entity within the Department of Industry, Innovation and Science portfolio.

Our office is located in Canberra, ACT. Our employees also undertake field work across Australia (including in regional, remote and offshore locations) and in the Antarctic region as part of our program of activities.

Geoscience Australia currently has approximately 600 employees, and the number of employees self-identified as being Aboriginal or Torres Strait Islander is currently two.

Our RAP

This is Geoscience Australia's inaugural Reconciliation Action Plan. We have joined the RAP Program at the 'Reflect' level to allow us the opportunity to review the activities we have undertaken, reflect on what we aim to achieve, and establish programmes that will form a solid foundation for future successes. A critical component of successfully implementing our Reconciliation Action Plan is ensuring everyone across our organisation has a basic level of awareness and understanding about what 'reconciliation' means, and why it is important.

Our ultimate aim is to ensure meaningful engagement with Aboriginal and Torres Strait Islander peoples, whether they are our employees, stakeholders in issues that are affected by our work, or end users of our products and information.

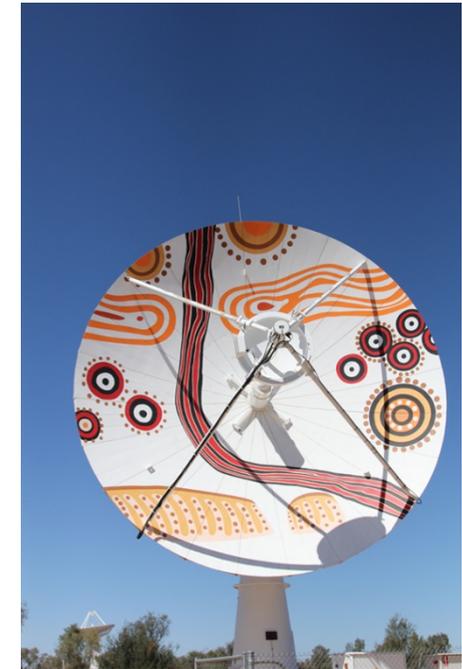
Geoscience Australia has worked in cooperation with Aboriginal communities for many years. Our project teams work closely with the appropriate land groups and councils to ensure compliance with cultural heritage legislation in the course of installing, maintaining and collecting data from our monitoring facilities and equipment. Our upgraded Alice Springs antenna, commissioned in November 2016, features *Caterpillar Tracks*, an artwork of Roseanne Kemarre Ellis on its reflector surface, recognising the role of the Arrernte people as custodians of the land where this antenna is located.

(Image: Caterpillar Tracks: Artwork by Roseanne Kemarre Ellis on Geoscience Australia's Alice Springs antenna)

In early 2016 we commenced activities to build the cultural capability of our organisation, which will support us to engage with Aboriginal and Torres Strait Islander peoples in our work as well as create a welcoming environment for our current and future Aboriginal and Torres Strait Islander employees. These activities included the delivery of a cultural competency workshop for our executive team, and the roll-out of an eLearning package which is available to all employees. Both were developed in cooperation with a business which is owned and operated by First Australians. We have celebrated National Reconciliation Week and acknowledged NAIDOC Week in a range of different ways over many years, such as hosting guest speakers, delivering presentations to our employees, and hosting cultural ceremonies in our main office in Canberra where the majority of our employees are located.

2016 also saw the launch of our first Indigenous Employment Strategy. Under this plan we have commenced a range of activities including the recruitment of Aboriginal and Torres Strait Islander graduates, cadets and trainees, as well as exploring participation in the Jawun program which we anticipate will bring a range of benefits to our business.

Considerable work has already taken place within our finance and procurement areas to ensure there is a high level of understanding of the Indigenous Procurement Protocols (IPPs), including an Implementation Strategy and supporting material to ensure Geoscience Australia is well placed to meet current and future targets.



Development of this RAP involved consultation with employees across Geoscience Australia, including inviting our Aboriginal and Torres Strait Islander employees to contribute and/or review the plan. Our Cultural Reference Group also provided input to the development of our RAP. The Cultural Reference Group is the consultative group tasked with driving the implementation of our Inclusive Culture Vision, which encompasses all aspects of inclusion and diversity, particularly focussing on gender, Aboriginal and Torres Strait Islander cultures, multicultural and age diversity. The group comprises employees of various levels from across all Divisions.

The RAP Steering Committee, established under this plan, will report regularly to the Advisory Board, chaired by Geoscience Australia's Chief Executive Officer in implementing this plan. Outcomes will also be tracked quarterly via the Corporate Report, and annually through Reconciliation Australia's reporting framework and the diversity data in Geoscience Australia's annual reports.

Over the next 12 months, Geoscience Australia commits to:

	Action	Responsibility	Timeline	Deliverables
Relationships	Establish a RAP Steering Committee	General Manager, Corporate	<p>July 2017</p> <p>July 2017</p> <p>May 2018</p> <p>August 2017, November 2017, February 2018</p> <p>May 2018</p>	<p>Form a RAP Steering Committee that is operational to support the implementation of our RAP, comprising of Aboriginal and Torres Strait Islander peoples and decision-making staff from across Geoscience Australia and external advisory members.</p> <p>Extend an invitation to a senior Indigenous representative from the Australian Public Service to join the RAP Steering Committee.</p> <p>New employees identifying as Aboriginal and Torres Strait Islander are invited to join the RAP Steering Committee.</p> <p>RAP Steering Committee to meet at least quarterly to monitor and report on progress and implementation.</p> <p>RAP Steering Committee to report annually to the Advisory Board on outcomes.</p>
	Develop external relationships	Chair, RAP Steering Committee	<p>December 2017</p> <p>March 2018</p>	<p>Develop a list of Aboriginal and Torres Strait Islander peoples, communities and organisations in areas relevant to the work of Geoscience Australia, in order to engage with these bodies when undertaking work that may impact upon them.</p> <p>Establish connections with other scientific organisations and Australian Government entities with a RAP to share information and explore opportunities for collaborative initiatives.</p>

Action	Responsibility	Timeline	Deliverables	
	Explore secondment opportunities, in conjunction with the APSC and Jawun Program	Chief Finance and Human Resources Officer	July 2017	Build relationships with Aboriginal and Torres Strait Islander peoples, communities and organisations by participating in Jawun secondment rounds.
	Participate in and celebrate National Reconciliation Week (NRW)	Manager, People Services and Strategy and Chair, RAP Steering Committee (coordinate) Heads of Division to encourage their Division to participate in activities	27 May to 3 June 2018 May 2018 May 2018	Encourage all staff to attend a NRW event. Promote awareness of NRW using internal communications channels and resources and materials provided by Reconciliation Australia. Support RAP Steering Committee members and Aboriginal and Torres Strait Islander staff to attend a NRW event in the local community.
	Raise internal and external awareness of our RAP	Internal Communications Manager	July 2017	Develop a communications strategy to: <ol style="list-style-type: none"> 1. engage and inform key internal stakeholders of their responsibilities within the RAP; and 2. raise the awareness of the RAP across all staff.
			May 2018	Conduct annual review of the communications strategy to measure effectiveness and revise goals.
		General Manager, Corporate	March 2017 Annually June 2017 June 2018	Communicate Geoscience Australia's Reflect RAP to stakeholders.

	Action	Responsibility	Timeline	Deliverables
Respect	Promote understanding and awareness amongst our staff of the history and culture of Aboriginal and Torres Strait Islander peoples	Manager, People Services and Strategy	August 2017	Develop the business case for improving the cultural awareness of the Geoscience Australia workforce.
			August 2017	Undertake training needs analysis to ascertain current levels of knowledge to determine cultural awareness training needs within Geoscience.
			August to December 2017	Establish a training schedule to meet the needs of <ul style="list-style-type: none"> (a) general staff (b) managers and senior leaders (c) other sections with specific requirements (eg. recruitment, land access, mentors)

Action	Responsibility	Timeline	Deliverables
<p>Participate in and celebrate NAIDOC Week</p>	<p>Manager, People Services and Strategy and Chair, RAP Steering Committee (coordinate)</p> <p>Heads of Division to encourage their Division to participate in activities</p>	<p>July 2017, 2018</p>	<p>Encourage all staff to attend a NAIDOC Week event hosted by Geoscience Australia</p> <p>Promote community events in celebration of NAIDOC Week</p> <p>Promote understanding of NAIDOC Week and its significance using Intranet news, Executive Blogs and other communication channels as identified</p> <p>Support RAP Steering Committee members and Aboriginal and Torres Strait Islander staff to attend an external event</p>
<p>Raise internal understanding of Aboriginal and Torres Strait Islander cultural protocols, including Welcome to Country and Acknowledgement of Country</p>	<p>Manager, People Services and Strategy</p> <p>Chair, RAP Steering Committee</p>	<p>September 2017</p> <p>September 2017</p> <p>December 2017</p>	<p>Explore who the Traditional Owners are of the lands and waters in our local area and the areas in which we operate.</p> <p>Scope and develop a list of local Traditional Owners of the lands and waters within Geoscience Australia's sphere of influence.</p> <p>Develop an understanding of conducting the Acknowledgement of Country and Welcome to Country protocols at events, workshops, and information sessions and communicate this understanding amongst all staff to raise awareness of the meaning and significance of protocols.</p>

Action	Responsibility	Timeline	Deliverables	
Opportunities	Identify further opportunities to create visual displays to signify respect of the Aboriginal and Torres Strait Islander peoples and cultures	Chair, RAP Steering Committee	December 2017	Explore opportunities to incorporate Aboriginal and Torres Strait Islander art and visual material into Geoscience Australia publications and/or premises.
		Manager, Products and Promotion	NRW (27 th May - 3 rd June 2017, 2018) NAIDOC Week July 2017, 2018	Investigate opportunities for visual theming of Intranet in conjunction with events/dates of significance.
		Property Manager	September 2017	Identify space in public areas of premises that can be allocated for the display of material, such as flag display and posters using Aboriginal and Torres Strait Islander languages.
	Develop resources to support staff in identifying and appropriately managing heritage values and potential cultural sensitivities of land	Relevant business areas, with support from Manager, Records Management Unit	December 2017 April 2018 April 2018	Consult with Aboriginal Land Councils and Representative Bodies to develop procedures and contact list/s. Document procedures and contact list/s, accessible via Intranet. Promote awareness of the resources, information and support available to staff.
	Promote recruitment and retention of Aboriginal and Torres Strait Islander peoples	Manager, People Services and Strategy	Reviewed in June 2017 annually to monitor progress towards June 2018 target (Refer to Geoscience Australia Indigenous)	Adopt the Commonwealth Aboriginal and Torres Strait Islander Employment Strategy to promote recruitment and retention of Aboriginal and Torres Strait Islander peoples to meet 2.5% target by 2018. Collect information on our current Aboriginal and Torres Strait Islander staff to inform future employment opportunities. Implement the Commonwealth strategy through targeted initiatives suited

Action	Responsibility	Timeline	Deliverables
		<p>Employment Strategy 2016-2018 for detailed timeline of activities)</p>	<p>to Geoscience Australia's business.</p> <p>Engage with existing Aboriginal and Torres Strait Islander staff in implementing current Indigenous Employment Strategy and developing subsequent strategies.</p>
<p>Increase Aboriginal and Torres Strait Islander supplier diversity in purchasing/procurement and become a Supply Nation member</p>	<p>Chief Finance and Human Resources Officer</p>	<p>July 2017</p> <p>October 2017</p> <p>October 2017</p> <p>December 2017</p>	<p>Establish Supply Nation membership, with Contracts and Procurement section to act as primary contact including reporting to Supply Nation</p> <p>Promote awareness of the Indigenous Procurement Policy (IPP), including Supply Nation member benefits and resources, Indigenous Business Direct and Indigenous Chamber of Commerce to support the identification of suppliers which are Aboriginal or Torres Strait Islander owned.</p> <p>Promote strategy and provide advice and guidance to assist staff in interpreting and applying the IPP.</p> <p>Assess current supplier diversity against Australian Supplier Diversity Index (ASDI) and identify additional opportunities to engage Aboriginal or Torres Strait Islander businesses.</p>
<p>Explore opportunities to connect with tertiary institutions to establish tutoring/mentoring partnerships</p>	<p>Manager, People Services and Strategy</p>	<p>Relationship(s) with institutions established by December 2017</p> <p>July 2018</p>	<p>Build relationships with relevant educational institutions with intent to collaboratively develop a pilot program under subsequent RAP.</p> <p>The pilot program (1-3 partnerships) will be used to establish the feasibility of a longer-term program and guide the development of program structure.</p>

	Action	Responsibility	Timeline	Deliverables
	Outreach to Aboriginal and Torres Strait Islander school students through the Education Centre	Chair, RAP Steering Committee with support from Education Centre Coordinator	December 2017 April 2018 April 2018	Identify up to three 'target' schools which have not visited the Education Centre, that have substantial Aboriginal and Torres Strait Islander representation amongst students and/or teachers. Provide information to the schools on the electronic resources available for use in classrooms. Promote awareness within the schools of the teacher and student programs available to schools.
Tracking Progress	Build support for the RAP	Chair, RAP Steering Committee	July 2017. Also reviewed at each Steering Committee meeting July 2017, October 2017, January 2018	Define needs for RAP development and implementation. Define systems and capability needs to track, measure and report on RAP activities.
			30 September 2017	Complete annual RAP Impact Measurement Questionnaire and submit to Reconciliation Australia.
			October 2017 (following RAP Impact Measurement Questionnaire submission)	Share outcomes with our staff and provide opportunities for feedback and engagement.

Action	Responsibility	Timeline	Deliverables	
	Review and refresh RAP	Chair, RAP Steering Committee Manager, People Services and Strategy	March 2018 March 2018 July 2018 September 2018	Full review of current RAP including learnings, challenges and achievements. Liaise with Reconciliation Australia to develop successive RAP based on learnings, challenges and achievements. Submit draft RAP to Reconciliation Australia for review. Submit draft RAP to Reconciliation Australia for formal endorsement.

Further information

For inquiries and further information on Geoscience Australia's Reconciliation Action Plan, please contact:

Manager, People Services and Strategy

Corporate Services

By mail: GPO Box 378
Canberra ACT 2601

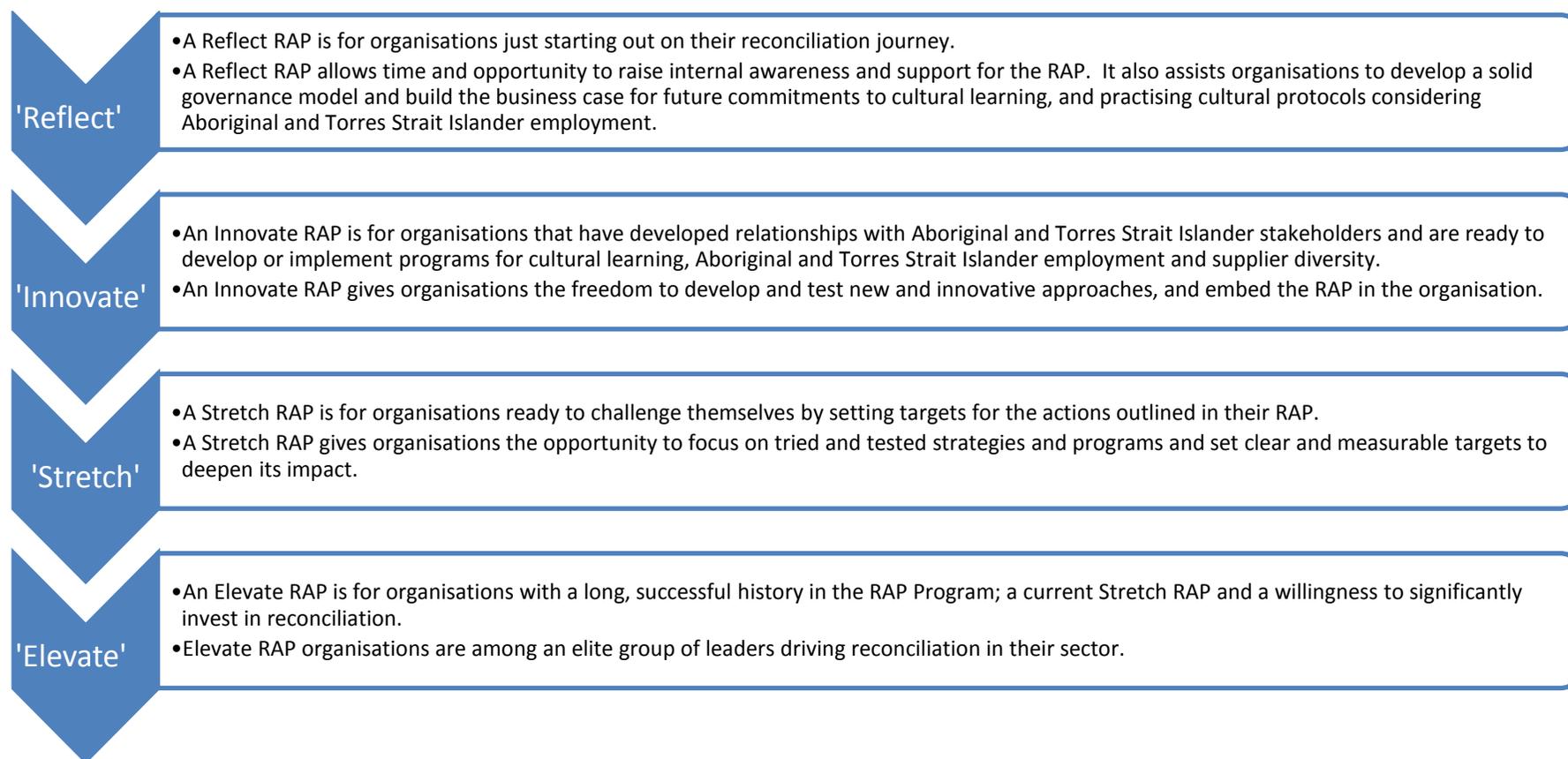
By email: hr@ga.gov.au

By phone: +61 2 6249 9777

Appendix 1: Overview of the 'RISE' Framework

The RAP framework includes four types of Reconciliation Action Plan (RAP) to suit the progress and maturity of each organisation in Aboriginal and Torres Strait Islander employment, retention, cultural awareness and procurement.

Each RAP level includes minimum elements required from the organisation to build strong relationships, respect and opportunities within the organisation.



(Adapted from Reconciliation Australia: <https://www.reconciliation.org.au/raphub/>)