



NACLC

RECONCILIATION ACTION PLAN 2017–2019





Foreword

I am delighted to introduce the National Association of Community Legal Centres (NACLC) Reconciliation Action Plan (RAP) 2017-2019.

As the peak body for community legal centres in Australia, NACLC acknowledges and accepts the role we should and must play in working towards Reconciliation Australia's and our vision for reconciliation in Australia. We also have a particular role to play in protecting and promoting the human rights of Aboriginal and Torres Strait Islander people and ensuring they are treated fairly and equitably before the law.

We as an organisation are committed to ensuring this RAP, our second, is a meaningful and living document that guides and informs our organisational governance, processes and work. It provides us with a strategic, clear and measurable framework for translating our commitment into action.

I acknowledge and thank all those involved in developing this RAP and we look forward to continuing to be guided by our Aboriginal and Torres Strait Islander employees, volunteers, partners and stakeholders as we continue our reconciliation journey.

I encourage all Boards and employees of community legal centres, and State and Territory Associations of community legal centres to read our RAP, to review or develop your own and to play your part in working with us to achieve reconciliation.

Sara Kane
Chair NACLC Board

ARTWORK ACKNOWLEDGEMENT

NACLC acknowledges the cover artwork 'Untitled' by Jillary Lynch from Keringke Arts, which is situated in the community of Ltyentye Apurte in the Northern Territory.

Our Vision for Reconciliation

NACLC's vision for reconciliation is an Australia where:

- recognition of the history, identity, cultures and rights of Aboriginal and Torres Strait Islander peoples is universally affirmed
- there is formal recognition of Aboriginal and Torres Strait Islander peoples in the Constitution and in other ways chosen by Aboriginal and Torres Strait Islander people, including for example treaty or treaties
- there is genuine and positive engagement by all levels of government with Aboriginal and Torres Strait Islander peoples, communities and organisations, and
- Aboriginal and Torres Strait Islander peoples design or co-design, manage, evaluate and deliver programs and policies that affect them and their communities to overcome barriers and achieve outcomes and ensure access to justice.

The National Association of Community Legal Centres (NACLC) seeks to lead our sector in working towards such an Australia. We recognise the role and accept the responsibility NACLC can and should have in advancing and respecting the rights of Aboriginal and Torres Strait Islander peoples and accept them by:

- being guided by the experiences and perspectives of Aboriginal and Torres Strait Islander peoples, including our colleagues within the sector
- demonstrating, living and leading reconciliation in our organisational culture, attitudes, structures, policies and activities
- proactively undertaking and supporting advocacy and initiatives that promote and advance the rights of Aboriginal and Torres Strait Islander peoples and communities
- strengthening and maintaining collaborative partnerships with Aboriginal and Torres Strait Islander community-controlled organisations, and
- supporting our members and community legal centres to provide Aboriginal and Torres Strait Islander people with equitable access to culturally safe legal services.

Our Work

NALCLC is the peak national organisation representing Community Legal Centres (CLCs) in Australia. NALCLC's members are the state and territory associations of CLCs that represent around 185 centres in various metropolitan, regional, rural and remote locations across Australia.

CLCs are not-for-profit, community-based organisations that provide legal advice, casework, information and a range of community development services to their local or special interest communities. CLCs' work is targeted at disadvantaged people and those with special needs, and in undertaking matters in the public interest.

NALCLC is a Company Limited by Guarantee and is governed by a Board of Directors. It also has an Advisory Council that plays an advisory role to the Board and is made up of two representatives nominated by each member association as well as at least two Aboriginal and Torres Strait Islander representatives.

As at October 2016, NALCLC employs 62 people in total – 16 people in its main office and 42 people at **knowmore**, which is a project of NALCLC established to provide assistance to people engaging with the Royal Commission into Institutional Child Sex Abuse. NALCLC employs 7 Aboriginal and/or Torres Strait Islander people.

NALCLC's strategic objectives are to:

- **Strive for equitable access to justice and the promotion and protection of human rights**, including to proactively undertake and support advocacy and initiatives that promote and advance appropriate recognition of the unique place and value of Aboriginal and Torres Strait Islander peoples and communities and partner with Aboriginal and Torres Strait Islander peoples to protect their human rights in ways of their choosing
- **Proactively identify the sustainability needs of CLCs in collaboration with the sector and through other evidence, and drive initiatives to sustain healthy, viable legal assistance organisations and maximise ongoing service availability**
- **Advance the interests of CLCs and their clients, disadvantaged and marginalised people in Australia, by developing, maintaining and strengthening mutually beneficial collaborations with CLCs and with other key partners**, including by strengthening and maintaining collaborative partnerships with our legal assistance partners, in particular with National Aboriginal and Torres Strait Islander Legal Services (NATSILS) and the National Family Violence Prevention Legal Services Forum (NFVPLS) and their members and searching out and investing in opportunities to work in partnership with Aboriginal and Torres Strait Islander peoples and organisations
- **Guide the operation and oversee the wind-down of knowmore, supporting its clients and staff and preserving and building on its legacy**, and
- **Build a sustainable future for NALCLC, modelling good practices**, including being guided by the experiences and perspectives of Aboriginal and Torres Strait Islander peoples.

Our RAP

This is NACLC's second Reconciliation Action Plan. The first was developed in 2012 for a three year period. One of the key achievements of the first RAP was the development and inclusion of mandatory cultural safety standards under the National Accreditation Scheme, requiring all community legal centres across Australia to demonstrate they are *'actively working to create a culturally safe organisation for staff and clients, is well connected to local Aboriginal and Torres Strait Islander communities and responds to the identified needs of Aboriginal and Torres Strait Islander people. The organisation is accessible to Aboriginal and Torres Strait Islander communities and people and provides services in a culturally safe and appropriate manner, respecting and acknowledging cultural diversity between different Aboriginal and Torres Strait Islander groups'*.

NACLC worked hard to implement all actions identified in its first Reconciliation Action Plan, and where actions were not fully implemented they have been incorporated into this second Reconciliation Action Plan. As part of developing this second Reconciliation Action Plan, we have reflected on ways to more closely monitor and implement actions and incorporated these into the actions.

This second Reconciliation Action Plan was developed following a long process of consideration and consultation. The process has included discussions and workshops with the former Reconciliation Action Plan Working Group, the Aboriginal and Torres Strait Islander Women's Network, the NACLC Board and Advisory Council and NACLC staff.

RAP Working Group

The new NACLC Reconciliation Action Plan Working Group will hold its first meetings in early 2017 and members will include, at a minimum, the Convenor of the Aboriginal and Torres Strait Islander Women's Network; at least one NACLC staff member; at least one member from a State or Territory Association; and at least one other member from the sector. A majority of the members of the Working Group will be Aboriginal and /or Torres Strait Islander people.

Aboriginal and Torres Strait Islander Women's Network

The Aboriginal and Torres Strait Islander Women's Network is a national network of Aboriginal and Torres Strait Islander women who work in CLCs and Family Violence Prevention Legal Services. The Network has a Convenor/(s) who coordinate the Network, arrange Network meetings and circulate information to the Network. The Network meets face-to-face annually at the NACLC National Conference as well as by telephone throughout the year. The Convenor(s) of the Network are members of NACLC's Advisory Council.

Aboriginal and Torres Strait Islander People and Our Sector

The actions and focus areas contained in our Reconciliation Action Plan draw on the suggestions and input from individuals, centres and networks across the sector and the results of the 2015 NACLC National Census which revealed, among other things, that:

- the average proportion of CLC clients identifying as an Aboriginal and/or Torres Strait Islander person was 15.3%
- only 2.5% of CLCs have developed and implemented a RAP and 28% are currently developing or considering a RAP within the next 12 months, but 56.8% have not yet considered developing a RAP
- 68.6% of CLCs reported that their staff undertake cultural awareness training, and
- 16.5% of CLCs have at least one Aboriginal and Torres Strait Islander identified position.

The NACLC Board and NACLC staff are committed to this Reconciliation Action Plan and to ongoing and active implementation of the actions included within the indicated timeline, including through ongoing monitoring and reporting and incorporation of the Actions in to the NACLC Office Workplan.



1. Relationships

NACLC is committed to being guided by, and working in partnership with, Aboriginal and Torres Strait Islander peoples and organisations across our work and more broadly, to ensuring that Aboriginal and Torres Strait Islander people have equitable access to culturally appropriate legal services.

We recognise and value the guidance and contribution of Aboriginal and Torres Strait Islander people in relation to our work and the work of the sector more broadly.

We will model culturally safe and appropriate work practices and encourage and support CLCs to provide culturally safe and appropriate services to Aboriginal and Torres Strait Islander people and culturally safe workplaces for Aboriginal and Torres Strait Islander workers.

We recognise and respect the unique role of Aboriginal and Torres Strait Islander Legal Services and Family Violence Prevention Legal Services as specialist and community-controlled legal service providers for Aboriginal and Torres Strait Islander peoples. We are committed to maintaining and further developing our mutually supportive relationships with these services, as well as with other Aboriginal and Torres Strait Islander organisations.

OVERARCHING ACTIONS

Action	Responsibility	Timeline (Completion or Review)	Deliverables
RAP Working Group (RWG) to actively monitor RAP development and implementation of actions, tracking progress and reporting	Chair RAP Working Group	December 2018	RWG to oversee the development, endorsement and launch of the RAP
		February 2017	Ensure Aboriginal and Torres Strait Islander peoples are represented on the RAP Working Group
		February 2017	Establish Terms of Reference for the RAP Working Group (including in relation to meeting schedule and format)
		June and September 2017, 2018	Meet at least twice per year to monitor and report on RAP implementation
Be guided by, support and work collaboratively with Aboriginal and Torres Strait Islander members of the NACLC Board and Advisory Council	Chair of the Board	October 2017	Develop and review induction process and materials for Board and Advisory Council members and ensure it includes particular information in relation to NACLC's RAP and areas of work related to the RAP.
	Chair of the Board	October 2017	Facilitate a teleconference between the Aboriginal and Torres Strait Islander representatives on the Advisory Council, the Chair of the Board and NACLC Executive team prior to each Advisory Council meeting to discuss agenda and issues for discussion
Be guided by, support and work collaboratively with the National Aboriginal and Torres Strait Islander Women's Network	Director Policy and Advocacy	June 2017	Support the Network Convenors in their role, including in relation to their membership on the Advisory Council through provision of secretariat support and at least 3 planning teleconferences each year
		June 2017	Provide the Network with access to free teleconference facilities and other reasonable support
		June 2017	Consult the Network on key issues and projects of relevance, including for example in relation to NACLC's policies and processes; and policy and advocacy work relating to the rights of Aboriginal and Torres Strait Islander women.
		December 2017	Acknowledge and support the role of the Network in NACLC policies, procedures and practices where appropriate, including for example, organising the National Conference and in our Welcome to Country policy.
		December 2017	Encourage other National Networks to work and engage with the Aboriginal and Torres Strait Islander Women's Network

OVERARCHING ACTIONS

Action	Responsibility	Timeline (Completion or Review)	Deliverables
Facilitate dialogue among Aboriginal and Torres Strait Islander men from the sector around the establishment of an Aboriginal and Torres Strait Islander Men's Network	Director Policy and Advocacy	December 2018 December 2018	Facilitate Aboriginal and Torres Strait Islander men considering establishing or moving to establish a Network, including through provision of information about the role of the Networks and arranging a workshop to discuss the issue Provide a group considering Network formation with free access to facilities such as teleconference facilities and other practical assistance
Raise internal and external awareness of our RAP to promote reconciliation across NACLC and the sector	Director Policy and Advocacy Director Policy and Advocacy Director Policy and Advocacy National Accreditation Coordinator Director Policy and Advocacy Policy and Projects Officer CEO	December 2017 October 2017, 2018	Develop, implement and review a strategy to communicate our RAP to all internal and external stakeholders, including: <ul style="list-style-type: none"> • ensure all staff aware of and involved in the implementation of our RAP • distribute our RAP to CLCs, encouraging them to produce their own RAP • work with State and Territory Associations to support CLCs to make this a priority area in their continuous improvement plans and actions • encourage State and Territory Associations and CLCs to produce and implement their own Reconciliation Action Plans, including through sharing information about our RAP and its development Continue to collect and make available data on RAP development by CLCs through our National Census Promote reconciliation through ongoing active engagement with all stakeholders
Celebrate and participate in National Reconciliation Week (NRW) to contribute to building and maintaining relationships between Aboriginal and Torres Strait Islander peoples and other members of the community	CEO	May 2017, 2018 May 2017, 2018 May 2017, 2018 May 2017, 2018 December 2018	Hold at least one National Reconciliation Week event each year and register it on Reconciliation Australia's NRW website Support at least one external NRW event Encourage NACLC staff to attend National Reconciliation Week events and provide information about such events to all staff. Ensure RAP Working Group participates in external events to recognise and celebrate NRW Promote and support key community days, events and activities through our communications where appropriate, including media, statements and social media.

FOCUS AREA: Strengthen NACLC's relationship with Aboriginal and Torres Strait Islander peoples, communities and legal service providers

Action	Responsibility	Timeline	Deliverables
Develop and strengthen relationships with Aboriginal and Torres Strait Islander legal services providers	Director Policy and Advocacy	December 2018	Consult, work in partnership and share information with National Aboriginal and Torres Strait Islander Legal Service Forum (NATSILS) and National Family Violence Prevention Legal Services Forum (NFVPLS), particularly in areas including: <ul style="list-style-type: none"> • advocating for equitable access to justice • appropriate funding for legal assistance services • government action to address overrepresentation of Aboriginal and Torres Strait Islander people in the justice system • collaborative service planning • legal service delivery • community legal education • law reform • measuring and meeting legal needs • quality assurance and continuous improvement, and • collecting and reporting quality data to inform our services
	Director Policy and Advocacy	June 2017	Formalise our relationship through a MoU with National Aboriginal and Torres Strait Islander Legal Service Forum (NATSILS)
	Director Policy and Advocacy	June 2017	Formalise our relationship through an MoU with National Family Violence Prevention Legal Services Forum (NFVPLS)
	Director Policy and Advocacy	December 2017	Investigate the opportunity to become, and/or continue to participate as a member or active supporter of other Aboriginal and Torres Strait Islander organisations and coalitions, including for example Change the Record.
Develop and strengthen relationships with other Aboriginal and Torres Strait Islander service providers and organisations	CEO	December 2018	Develop and implement an engagement plan to strengthen our relationships with Aboriginal and Torres Strait Islander service providers, organisations and stakeholders, for example through MOUs/Supporters Accords and ongoing involvement in Change the Record Steering Committee
	Director Policy and Advocacy and Office Manager	December 2017	Establish a list and maintain a database of key Aboriginal and Torres Strait Islander organisations relevant to our work
	Director Policy and Advocacy	June 2017	Inform all staff of relationships with key Aboriginal and Torres Strait Islander organisations relevant to our work so they can work to further support and strengthen those relationships
Develop NACLC policy/principles document on our relationships and principles for engagement with Aboriginal and Torres Strait Islander people and organisations.	CEO	December 2017	Meet and work with Aboriginal and Torres Strait Islander organisations and partners to develop guiding principles for future engagement, consultation and partnership with Aboriginal and Torres Strait Islander people, organisations and communities.



2. Respect

Respect for Aboriginal and Torres Strait Islander peoples, cultures, history and traditional practices is fundamental to our work. Through our programs and activities we seek to affirm the right of Aboriginal and Torres Strait Islander peoples to choose how their lives are governed, participate in the decisions that affect them and have control over their lives and development.

OVERARCHING ACTIONS

Action	Responsibility	Timeline	Deliverables
Embed cultural safety and appropriateness in NACLC work and culture	CEO	December 2018	Embed cultural safety in NACLC work, culture and processes, including for example by reviewing and updating policies, procedures and materials to be culturally safe and appropriate, in consultation with Aboriginal and Torres Strait Islander stakeholders
		December 2018	Continue to decorate NACLC's office with posters and other art that celebrate our appreciation of Aboriginal and Torres Strait Islander culture and our commitment to Aboriginal and Torres Strait Islander social justice issues
		December 2018	Celebrate and recognise Aboriginal and Torres Strait Islander dates of significance such as the National Apology, Mabo Day and similar, for example on social media or through a statement or event.
Engage staff in understanding the significance of cultural protocols, including Welcome to Country and Acknowledgement of Country, to ensure there is shared meaning	Director Policy and Advocacy	June 2017	Review, update and communicate our Welcome To Country and Acknowledgement of Country
	Director Policy and Advocacy	December 2017	Ensure staff are informed and aware of the significance of Aboriginal and Torres Strait Islander cultural protocols, such as Welcome to Country and Acknowledgement of Country, and of NACLC's policies and procedures on these protocols
	CEO	December 2018	Include an Acknowledgement of Country and where appropriate a Welcome to Country at all NACLC business meetings and conferences
	Communications Manager	February 2017	Include an Acknowledgement of Country in all outgoing communications from NACLC including emails, mail and publications
	Director Policy and Advocacy	June 2017	Develop a list of key contacts for organising a Welcome to Country and maintaining respectful partnerships
Review and ensure NACLC's communications and events are culturally safe and appropriate	Director Policy and Advocacy	December 2018	General Communications Identify and maintain list of suitable consultants to retain to advise when NACLC is producing major communication materials and publications to ensure they are culturally appropriate
	Communications Manager	December 2018	Where appropriate, circulate media releases/alerts to Aboriginal and Torres Strait Islander media regarding policy / submissions with features of specific relevance to Aboriginal and Torres Strait Islander peoples and communities, including a balance between positive/negative or challenging stories.

OVERARCHING ACTIONS

Action	Responsibility	Timeline	Deliverables
Review and ensure NACLC's communications and events are culturally safe and appropriate	Director Sector Sustainability, Conference Coordinator	August 2017, 2018	National Conference Ensure that National Conferences organised by NACLC are culturally safe, that Aboriginal and Torres Strait Islander peoples are supported to participate as speakers and attendees.
	Director Sector Sustainability, Conference Coordinator	August 2017, 2018	Actively seek to include at least one Aboriginal and/or Torres Strait Islander person on any Conference Steering Committee
	Director Sector Sustainability, Conference Coordinator	August 2017, 2018	Invite Traditional Owners to provide a Welcome to Country at NACLC National Conference annually, in accordance with NACLC's Welcome and Acknowledgement of Country Policy
Provide opportunities for Aboriginal and Torres Strait Islander staff to engage with their cultures and communities by celebrating NAIDOC Week	CEO	July 2017, 2018	Review policies and procedures to ensure there are no barriers to staff participating in NAIDOC Week events and activities
		July 2017, 2018	Provide opportunities for all Aboriginal and Torres Strait Islander staff to participate with their cultures and communities during NAIDOC Week
		July 2017, 2018	Distribute information about local NAIDOC Week events to all staff
Engage staff in cultural learning opportunities to increase understanding and appreciation of Aboriginal and Torres Strait Islander cultures, histories and achievements.	CEO	December 2018	Develop and implement a cultural awareness training strategy for our staff that considers the cultural learning needs of employee across NACLC and various ways cultural learning can be provided (online, face to face workshops, cultural immersion)
		December 2018	Investigate opportunities to work with local Traditional Owners and/or Aboriginal and Torres Strait Islander organisations or consultants to deliver cultural awareness training.
		December 2018	Require and provide the opportunity for all staff to attend cultural awareness training at least bi-annually.
Support CLCs to actively work to create a culturally safe organisation for staff and clients	National Accreditation Coordinator, Director Policy Advocacy	December 2017	Develop resources and guidance and provide ongoing support for CLCs to implement the requirements of the cultural safety standard under the National Accreditation Scheme
	Director Policy Advocacy	January 2017	Develop and distribute to the sector guidance materials on: <ul style="list-style-type: none"> improving accessibility and cultural appropriateness of frontline service delivery for Aboriginal and Torres Strait Islander peoples creating a good work environment for Aboriginal and Torres Strait Islander staff, including in relation to recruitment, support and retention

3. Opportunities

NACLC is committed to supporting initiatives that encourage Aboriginal and Torres Strait Islander peoples to find careers in the legal sector. We place a high value on the cultural knowledge, language diversity, experience and skills that Aboriginal and Torres Strait Islander peoples can contribute to NACLC and its member organisations. We support recognising the strengths and capability, and facilitating the active contributions of Aboriginal and Torres Strait Islander peoples and organisations through employment and education opportunities.

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Action	Responsibility	Timeline	Deliverables
Encourage and support Aboriginal and Torres Strait Islander participation on NACLC's Board and Advisory Council	CEO, Board	October 2017, 2018 October 2017	Actively encourage Aboriginal and Torres Strait Islander people to express interest or nominate to become a Board member or Advisory Council member Develop and finalise Board policy in relation to process for selection or appointment of Aboriginal and Torres Strait Islander people to the Advisory Council
Invite and encourage participation by Aboriginal and Torres Strait Islander sector representatives in working groups, consultations and committees established by NACLC where appropriate	CEO	December 2018 December 2018	Advocate for and invite Aboriginal and Torres Strait Islander representation and participation in relevant consultations and groups Seek Aboriginal and Torres Strait Islander representation for working groups and committees established to secure sector input to NACLC's work
Share information and resources in relation to law reform issues of interest to Aboriginal and Torres Strait Islander peoples and communities and assist CLCs to do the same	Director Policy Advocacy, Communications Manager	March 2017	Set up an Aboriginal and Torres Strait Islander policy area on NACLC website that showcases key resources, submissions and information relating to current government policies and laws of interest to Aboriginal and Torres Strait Islander peoples
	Director Policy Advocacy, Communications Manager	December 2017	Develop and regularly update a table of current government policy Inquiries and Reviews on the NACLC website and ensure those relevant to Aboriginal and Torres Strait Islander peoples and communities are included and highlighted
	Policy and Projects Officer	December 2018	Where possible, invite and encourage CLCs and Aboriginal and Torres Strait Islander legal services to post culturally safe good practice examples on our Community Legal Education And Law Reform ('CLEAR') database
	Policy and Projects Officer	December 2018	Develop brief guidance/questions for people and organisations posting good practice examples on CLEAR that includes cultural safety/appropriateness

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Action	Responsibility	Timeline	Deliverables
Support Aboriginal and Torres Strait Islander businesses, venues, professionals and services through increasing our supplier diversity	Office Manager	December 2017	Develop and communicate to staff a list of Aboriginal and Torres Strait Islander businesses that can be considered for providing NACLC's goods and services, and regularly update list
	Office Manager	December 2017	Develop and publish an external Aboriginal and Torres Strait Islander contact list of services relevant to NACLC and member CLCs in relation to cultural awareness training and publications/design.
	Office Manager	December 2017	Review procurement policies and procedures to identify barriers to Aboriginal and Torres Strait Islander businesses to supply our organisation with goods and services
	Office Manager	December 2018	Develop one commercial relationships with an Aboriginal and/or Torres Strait Islander business
	Office Manager	December 2018	Investigate Supply Nation Membership
Work to preserve and build on the legacy of knowmore , particularly its engagement and partnership with Aboriginal and Torres Strait Islander peoples and communities and the role of Aboriginal and Torres Strait Islander Engagement team	CEO, knowmore	December 2017	Record and publish the personal experience of, and advice from, Aboriginal Engagement Advisors at knowmore for future use and as recognition of their role and importance in the work of knowmore Highlight the culturally safe good practice engagement with Aboriginal and Torres Strait Islander peoples as part of recording and publicising the successes and lessons learned from operating knowmore .
Support the right of Aboriginal and Torres Strait Islander peoples to self-determination	CEO, Director Policy and Advocacy	December 2018	Where possible and agreed, collaborate with Aboriginal and Torres Strait Islander legal services on law and policy reform work
		December 2018	Support and where possible, facilitate the right of Aboriginal and Torres Strait Islander peoples to represent themselves in national and international forums
Promote the implementation of the International Declaration on the Rights of Indigenous Peoples (IDRIP)	Director Policy and Advocacy	December 2018	Proactively undertake law reform, policy and advocacy work that promotes and advances the rights of Aboriginal and Torres Strait Islander peoples and communities
		December 2018	Ensure that our advocacy and law reform work advances the principles set out in the Declaration, and its development is undertaken in accordance with its principles

FOCUS AREA: Proactively support, recruit and retain Aboriginal and Torres Strait Islander students, volunteers and staff at NACLC

Action	Responsibility	Timeline	Deliverables
Proactively seek to recruit and retain Aboriginal and Torres Strait Islander staff for roles at NACLC	CEO	June 2017	Revise, distribute and implement updated NACLC Aboriginal and Torres Strait Islander Employment Strategy
	CEO	June 2017	Collect information on our current Aboriginal and Torres Strait Islander staff to inform future employment opportunities
	CEO, Office Manager	June 2017	Include in all job advertisements, 'Aboriginal and Torres Strait Islander people are encouraged to apply.'
	CEO, Office Manager	June 2017	Where possible advertise job opportunities in Aboriginal and Torres Strait Islander media
	CEO, Director Sector Sustainability	December 2017	Identify and pursue possible sustainable funding to recruit an Aboriginal and Torres Strait Islander staff member to build relationships with Aboriginal and Torres Strait Islander staff in State and Territory Associations and CLCs, and help NACLC better understand their professional needs in the sector
	CEO	December 2018	Ensure the recognition, support and professional development opportunities available to existing Aboriginal and Torres Strait Islander staff are continued and offered to future staff.
	CEO	December 2018	Build on our learning from the experience and advice of our Aboriginal and Torres Strait Islander staff, of 'what works' – and what doesn't – for them, to inform our employment strategies and professional learning opportunities
Investigate opportunities for Aboriginal and Torres Strait Islander student and volunteer engagement with NACLC	CEO	December 2018	Ensure that any new Aboriginal and/or Torres Strait Islander employees of NACLC are supported, including through arranging an Aboriginal and/or Torres Strait Islander 'buddy' or mentor from NACLC or another nearby organisation in the CLC or legal assistance sector to meet and talk with regularly
	Director Sector Sustainability	December 2018	Investigate possible internship programs, including Aurora and the Federal Government's Indigenous Cadetship Support program.
	Director Sector Sustainability	December 2018	Investigate possible volunteer opportunities for Aboriginal and Torres Strait Islander peoples in NACLC's work and events

FOCUS AREA: Support CLCs to proactively seek recruitment and retention of Aboriginal and Torres Strait Islander staff

Action	Responsibility	Timeline	Deliverables
Support CLCs to proactively seek recruitment and retention of Aboriginal and Torres Strait Islander staff in CLCs	Director Policy and Advocacy	January 2017	Develop and distribute guidance materials that include information on creating a good work environment, recruitment, support and retention of Aboriginal and Torres Strait Islander staff
	Director Sector Sustainability	December 2018	Consider other ways to provide ongoing support to CLCs to recruit and retain Aboriginal and Torres Strait Islander staff in CLCs, including through the National Accreditation Scheme and other work.
	Director Sector Sustainability	December 2018	Continue to collect data in relation to Aboriginal and Torres Strait Islander workers in centres, for example through the NACLC National Census



4. Tracking Progress and Reporting

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Action	Responsibility	Timeline	Deliverables
Publicly share our Reconciliation Action Plan	Director Policy and Advocacy, Communications Manager	March 2017 March 2017 March 2017	Hold a launch of our Reconciliation Action Plan Distribute our Reconciliation Action Plan to members, individual centres and partner organisations Include our Reconciliation Action Plan in our e-newsletter and post on NACLC and Reconciliation Australia's websites
Aboriginal and Torres Strait Islander Women's Network to play an active role in monitoring implementation of RAP actions	Convenor of the Aboriginal and Torres Strait Islander Women's Network	December 2018	The Network will: <ul style="list-style-type: none"> • nominate its Convenor to be a member of the RAP Working Group • include RAP monitoring as a standing agenda item for its meetings, and • provide comments, feedback and information to the RAP Working Group about RAP implementation where it chooses to do so.
Report achievements, challenges and learning to Reconciliation Australia for inclusion in the Annual Impact Measurement Report	Director Policy and Advocacy Director Policy and Advocacy	September 2017, 2018 May 2018	Report RAP progress each year in the RAP Impact Measurement Questionnaire Investigate participation in the Workplace RAP Barometer
Incorporate our Reconciliation Action Plan into the NACLC Office Workplan and Critical Dates Register	CEO, Director Policy and Advocacy, Director Sector Sustainability	February 2017	Incorporate our Reconciliation Action Plan into the NACLC Office Workplan and Critical Date Register and regularly monitor progress.
Review and refresh our Reconciliation Action Plan	CEO, Director Policy and Advocacy, Director Sector Sustainability	December 2017 October 2018 December 2018 June/December 2017, 2018	Review and refresh cycle: New Reconciliation Action Plan every 2 years Refresh Reconciliation Action Plan delivery strategies and incorporate into NACLC Office Annual Work Plan In partnership with Reconciliation Australia, develop a new RAP based on challenges, learnings and achievements Send draft RAP to Reconciliation Australia for formal feedback and endorsement Report against RAP to Board twice each year



*For further information or questions
about NACLC's RAP, please contact:*

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'Untitled' by Jillary Lynch