



Reconciliation Action Plan

July 2022 – July 2023



RECONCILIATION
ACTION PLAN

REFLECT

Acknowledgement of Country

Navitas acknowledges the Traditional Owners of the land in Australia and respects all First Nations peoples in the Countries in which we operate.

We recognise and respect the continuing living cultures of First Nations peoples.

We pay our respects to Elders past, present and emerging.



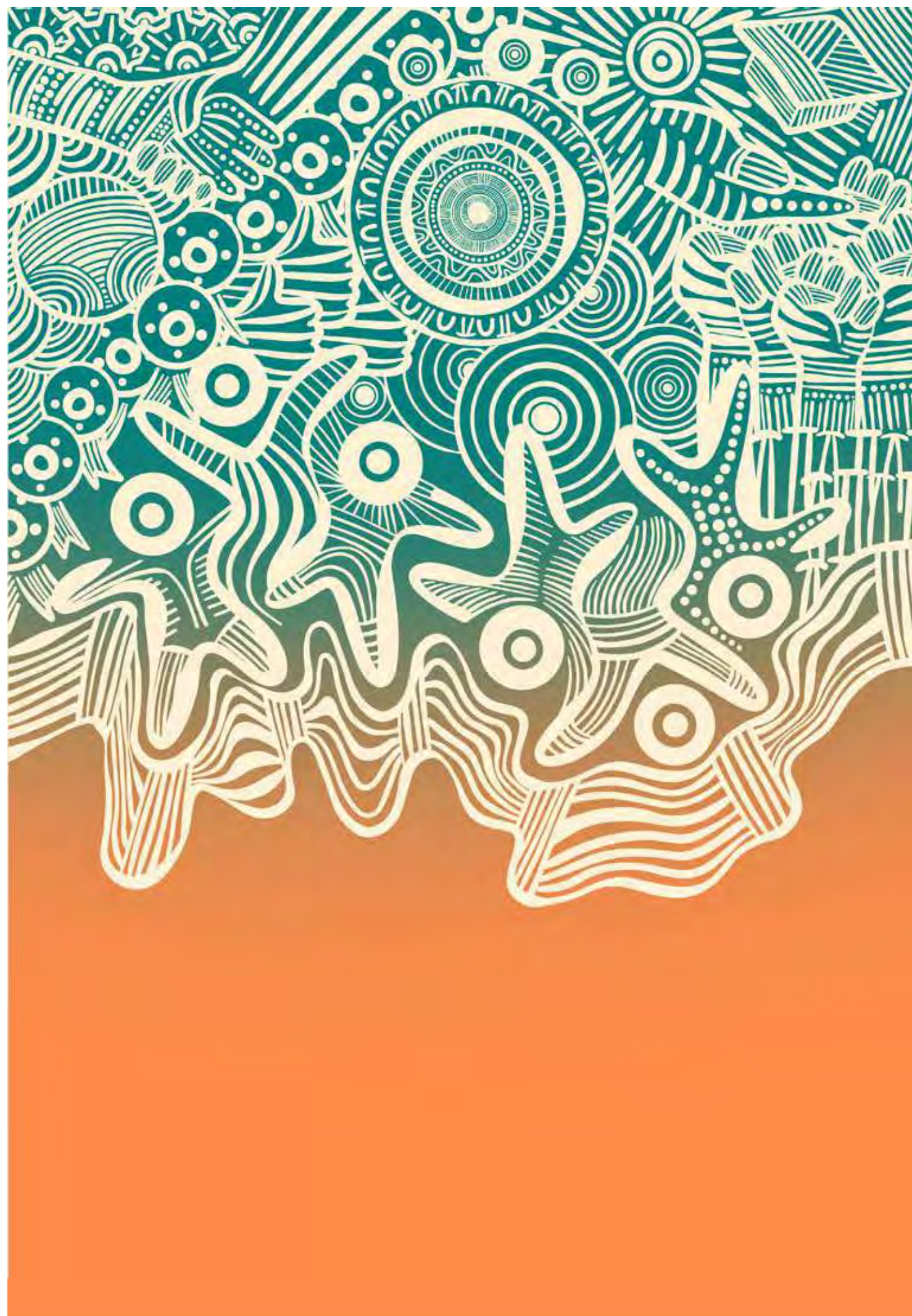


We dedicate our inaugural Reconciliation Action Plan (RAP) to our First Nations advisor, colleague and friend, Tracy Jackson, who passed away in 2022. We respectfully acknowledge her contributions with the permission of her family and hereafter refer to her as our sister colleague.

A proud descendant of the Bundjalung nation, she held a Masters in Social Work and was a teacher of Indigenous Social Work at the Australian College of Applied Professions (ACAP). Our sister colleague was a champion of First Nations peoples through her involvement in the ACAP Diversity, Equity and Inclusion (DEI) Committee and as an Advisor to our RAP Working Group and Steering Committee.

She was proud to support Navitas on its reconciliation journey and had gained the respect, admiration and friendship of senior leaders across the organisation for her insights, perspectives and contributions. She respectfully challenged ideas, constantly explored ways to connect Indigenous and non-Indigenous peoples, and opened our eyes to new ways of thinking as a connected community working to create a reconciled future. She was a force of change in educating students and staff about inclusive social work practice, drawing from her rich knowledge of First Nations history and culture, and informed by her lived experiences.

The passing of our sister colleague has had a profound impact on our community. We are better people for having known her, and will we be a better organisation because of her. We commit to continuing our sister colleague's legacy by advocating for the rights of First Nations peoples, truly listening to – and learning from – First Nations peoples and working to ensure that Navitas is a place where First Nations employees and students are welcomed, respected, supported and empowered to thrive.



About the Artist and Artwork

The Artist

Marcia is a Whadjuk, Ballardong and Yamatji Aboriginal Woman from Perth Western Australia. Since she was a young girl, Marcia has felt a strong connection to art; she loved to draw and paint, never missed an art class and always achieved top results in art at school.

Inspired by her ancestors' traditional art, dreamtime stories and culture, Marcia loves to create art that incorporates traditional customs and designs into everyday living, so that First Nations culture continues to be represented and celebrated in modern culture.



“It’s no lie to say I live, breathe and dream of art in everything I do.”

In 2021, Marcia was engaged by one of our colleges – SAE Creative Media Institute – to produce a mural for the Perth campus, which was unveiled as part of National Reconciliation Week celebrations. The beautiful artwork acknowledges the traditional Whadjuk women who gave birth on the land where the campus is built.

The Artwork

“This artwork has been designed to reflect the Navitas values and commitment to transforming lives through education with the use of Whadjuk Noongar patterns and symbols. These include the large circle representing the Navitas community and its connection to people. Circles in Noongar/Whadjuk stories generally describe a meeting place. Within each layer of the circle there are patterns that represent Navitas in unique ways. Repeated circular patterns reflect the many campuses and sites that Navitas and its colleges operate globally. I have used shapes to represent more than 6,000 employees; one resembles the letter ‘TT’ which means Man while the other more curved TT means Woman in Whadjuk. The upside-down ‘U’ is used across Australia by many artists including myself to represent a person who is neither gender nor age specific.

I have also incorporated patterns to represent weaving, binding and strengthening Navitas through the creation and implementation of its Reconciliation Action Plan. Dancing people represent Navitas in the community in all its diversity. I have adapted original Navitas symbols used to demonstrate conviction (the raised, closed fists) and rigour in enhancing the professional reputation of Navitas (modified magnifying glass).

There are other more subtle symbols and patterns that reflect partnerships with more than 30 universities around the world and commitment to caring for people and the environment.

This artwork encompasses Navitas as a whole, describes how the organisation will bring every part of itself into the Reconciliation Action Plan. It reflects how Navitas can use its expertise to empower this change and movement while growing and learning side by side with First Nations peoples.”

– Marcia McGuire



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A message from Reconciliation Australia

Reconciliation Australia welcomes Navitas to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

Navitas joins a network of more than 2,200 corporate, government, and not-for-profit organisations that have made a formal commitment to reconciliation through the RAP program.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement. The program's potential for impact is greater than ever, with close to 4 million people now working or studying in an organisation with a RAP.

The four RAP types — Reflect, Innovate, Stretch and Elevate — allow RAP partners to continuously develop and strengthen reconciliation commitments in new ways. This Reflect RAP will lay the foundations, priming the workplace for future RAPs and reconciliation initiatives.

The RAP program's strength is its framework of relationships, respect, and opportunities, allowing an organisation to strategically set its reconciliation commitments in line with its own business objectives, for the most effective outcomes.

These outcomes contribute towards the five dimensions of reconciliation: race relations; equality and equity; institutional integrity; unity; and historical acceptance.

It is critical to not only uphold all five dimensions of reconciliation, but also increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.

This Reflect RAP enables Navitas to deepen its understanding of its sphere of influence and the unique contribution it can make to lead progress across the five dimensions. Getting these first steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations Navitas, welcome to the RAP program, and I look forward to following your reconciliation journey in the years to come.

Karen Mundine

Chief Executive Officer
Reconciliation Australia



A message from the CEO, Scott Jones

Recently, I have been on something of a journey to understand more about First Nations peoples and their cultures, which are the oldest living cultures on earth and something that, as an Australian, I am very proud of. I am also increasingly understanding that our colonial history is complex and challenging, and includes devastating land dispossession, violence and racism resulting in a legacy of discrimination that continues to exist today.

I am very proud to introduce this *Reflect* Reconciliation Action Plan, which will enable Navitas to build on existing local activity and take further sustainable and meaningful action to advance reconciliation in Australia.

As an organisation, we are privileged to work in many parts of the world with rich First Nations cultures and people, and we will look to our colleagues in Canada and New Zealand to learn from their experiences and build positive relationships based on rights, respect and partnership.

As we progress on this reconciliation journey, my personal hope is that we enrich our learning communities by welcoming more First Nations students and staff onto our campuses and into our classrooms.

I'd like to take this opportunity to recognise the effort, passion and dedication of people at every level of our organisation who are playing a role in developing awareness of First Nations histories and cultures, embedding them into our curricula and programs, and working with local Aboriginal and Torres Strait Islander organisations to build meaningful connections.

Scott Jones

Group CEO, Navitas



About Navitas

Navitas is a global education provider, headquartered in Perth, Western Australia. We work with universities, industry partners and governments to transform lives through education. Our success is underpinned by our unparalleled international network, our commitment to student experiences and outcomes and a passion for discovering new models of teaching and learning that will improve education now and into the future. Navitas is a proud Australian company that pioneered an innovative university partnership model of education in Perth in 1994.

Currently Navitas employs 16 people who have self-identified as Aboriginal and/or Torres Strait Islander people, from a total workforce of 3,380 nationally. We have only recently started capturing this information for new employees and will be undertaking a campaign to encourage all staff to update their details to better understand our workforce.



70,000
students



More than **120 colleges**
and campuses across
global network



Operating in
33 countries



Partnerships
with more than
30 universities



6000
employees



Over **\$2million AUD** in
philanthropic grants through
Navitas Education Trust



Our vision and values

Our vision is to be the best global education provider in the world for our students, partners and people. In achieving our vision, we are guided by a strong set of values:



We demonstrate **DRIVE** by achieving and advancing together



We are **ADVENTUROUS** in mind and spirit



We have **CONVICTION** to our purpose and potential



We are **GENUINE** in the way we behave and deliver



We demonstrate **RIGOUR** in enhancing our professional reputation and credibility



We show **RESPECT** by celebrating, valuing and caring for people and the environment



What we do

University partnerships

We partner with universities in Australia and across the world to offer international and domestic students pathways to higher education. Our students benefit from exceptional support and teaching excellence and our partners benefit from our global resources and international expertise.

Higher and vocational education

Our independent education providers offer accredited certificate, diploma, degree and postgraduate programs that equip learners with the skills they need to make valuable contributions to industry and society. Specialising in creative media, human services and business disciplines, our colleges offer a diverse range of programs to meet industry demand and the needs of learners. We pride ourselves on making learning accessible to students from all backgrounds and walks of life.

Language, settlement and employability and leadership skills programs

We are the largest provider of English language training to overseas students in Australia, and since 1990 have delivered English language, settlement, digital literacy and employment programs to more than 200,000 migrants, refugees and jobseekers. Our work integrated learning programs offer students the skills and experience needed to maximise their employment prospects.

We also deliver world class leadership and management education for individuals and organisations, with a focus on women and leadership, school leadership and public sector learning.



Our operations in Australia

University partnerships





















Higher and vocational education





Language, employability and leadership skills













Our commitment to Diversity, Equity and Inclusion

In November 2020, the Navitas CEO announced the launch of a global Diversity Equity & Inclusion (DEI) initiative. As a company that grew from the desire to make higher education more accessible to people all over the world, diversity and equity are in our DNA. Our DEI journey is bringing us back to this ideal and helping us to consider inclusivity as a vital part of our culture. We know that progress in DEI will drive innovation, help us to better meet the needs of our students, and contribute to our success.

In 2021 we became a member of the Diversity Council of Australia and conducted a global survey to understand who we are as an organisation and where we stand in terms of diversity, equity and inclusion. Australian consulting firm Diversity Partners has helped us understand the findings and develop a DEI strategy for our future.

The Navitas *Reflect* Reconciliation Plan has been identified as a key DEI action in Australia to support the employment and advancement of people from Aboriginal and Torres Strait Islander backgrounds, as part of our commitment to develop a more inclusive workforce. We acknowledge that Aboriginal and Torres Strait Islander peoples have unique lived experiences due to the legacy of colonialism and discrimination, and have established a separate governance structure to oversee the RAP development and implementation.

Our Reconciliation Action Plan

We are proud to commence our journey to reconciliation with the development of this *Reflect* Reconciliation Action Plan. This plan has been identified as a priority initiative by the Navitas Executive Leadership Team and forms part of our broader commitment to develop a more respectful, diverse, equal and inclusive place for our people to learn, work and thrive.

We value the contributions of First Nations colleagues and friends who have provided insights and knowledge based on their own lived experiences and those experiences of generations who came before them. We are grateful for their guidance and, with their support, are excited to work towards making meaningful change.

We acknowledge the work that has already been done by many of our employees to engage meaningfully with Aboriginal and Torres Strait Islander peoples throughout Australia. We recognise the opportunities that exist to better understand and build on these relationships while exploring new ways to raise awareness of First Nations cultures and histories, show our respect for First Nations peoples and increase opportunities for current and future First Nations staff and students.

Our *Reflect* RAP is focused on engaging Navitas staff in the reconciliation journey and identifying ways to increase their understanding of, and respect for, First Nations histories, cultures, knowledge and rights. Future Navitas RAPs will extend that focus to explore meaningful ways to support First Nations students and increase access to education.



Our governance

Navitas is fully committed to this important initiative and has put the following governance structure in place to support development and delivery of its *Reflect* RAP. This structure acknowledges that real and lasting change requires the sponsorship of executive and senior leadership, the involvement of employees who are committed to change and the advice and guidance of First Nations peoples.

RAP Sponsor

Name	Title
Scott Jones	Navitas CEO

RAP Steering Committee

Name	Title
Jo Anthonysz (Chair and co-Champion)	CEO, Careers & Industry
Bev Hudson (co-Champion)	CEO, University Partnerships Australasia
Nerina Knight	Head of Group HR
Julia Lambo	Head of Corporate Communications
Ben Dansie	Group Finance Systems and Process Manager
Cathy Tobin (Project Lead)	Head of Corporate Affairs, Careers & Industry

RAP Working Group

Name	Title
Cathy Tobin (Project Lead)	Head of Corporate Affairs, Careers & Industry
Kathryn Nicholson Perry	Associate Dean (Learning & Teaching), Australian College of Applied Professions
Lexie Mooney	Director of Student Experience, SAE Australia
Jetinder Macfarlane	General Manager, Navitas Skilled Futures
Thomas Hui	HR Manager, Careers & Industry
Leigh Pointon	Executive General Manager, University Partnerships Australasia
Morwenna Shahani	Executive General Manager, University Partnerships Australasia
Vanessa Evers (Project Support)	Executive Assistant to the CEO, Careers & Industry

Our partnerships with First Nations peoples and organisations

We acknowledge our many non-Indigenous colleagues who have been working to reduce discrimination, improve access and create opportunities for First Nations employees, students and stakeholders.

Following are some of the ways that Navitas has engaged with First Nations peoples and taken steps towards reconciliation.

Introduction of Acknowledgement of Country

The following Acknowledgement of Country has been introduced as a formality at the start of significant meetings across Navitas in Australia:

Navitas acknowledges the Traditional Owners of the land in Australia and respects all First Nations peoples in the countries in which we operate.

Today I wish to acknowledge the Traditional Custodians of the land on which I meet with you, the [insert local Indigenous peoples and nation]. I wish to acknowledge and respect their continuing culture and the contribution they make to the life of this city and this region.

We also invite participants in Zoom meetings to recognise the Traditional Custodians of their land in the chat function and to acknowledge them alongside our displayed names.

Engagement of First Nations consultant (Murawin)

We have engaged **Murawin** – an Indigenous-owned consultancy – to provide guidance and cultural insights to our RAP Steering Committee and Navitas more broadly. Carol Vale, Murawin's founder and CEO, is a Dunghutti woman from NSW who provides project direction and assists organisations to embed cultural understanding, practice, and protocols. Murawin delivered a Reconciliation Roadmap Workshop, which was attended by the Navitas RAP Steering Committee, Working Group and employees who have expressed interest in supporting our reconciliation journey.



Carol Vale, Murawin Founder and CEO

Partnerships and scholarships

The **Navitas Education Trust** partnered with the Sharing Stories Foundation between 2017 and 2021 to provide funding for a community-led creative storytelling program. The resulting digital resources in the form of multi-touch books are designed to share cultural knowledge so Australians of all backgrounds can build understanding of, and respect for, Australia's First Nations peoples.

The Sharing Stories program facilitates the documentation of stories, language and culture by young First Nations peoples and their classmates on Country with Elders. The program brings Elders into the classroom to work with young people in their creative interpretations of the shared story.

In 2021, **The Australian School of Applied Management (ASAM)**, which incorporates **Women & Leadership Australia (WLA)**, pledged \$100,000 to help support leadership development for Aboriginal and Torres Strait Islander women.

Full attendance grants were made available for the 2021 Australian Women's Leadership Symposiums to ensure the views of Aboriginal and Torres Strait Islander women were represented at the events, and to support the development of strong and effective leadership across Australia's Indigenous communities.

Each year, **SAE Institute** offers a Creative Indigenous Scholarship, enabling one Aboriginal and Torres Strait Islander student to undertake a full-time Bachelor degree at any campus or online. Similarly, our Australian College of Applied Professions (**ACAP**) offers an Access Scholarship each year to a Aboriginal and Strait Islander student to undertake a full-time undergraduate or postgraduate program in any discipline, at any of its locations or online.



“Supporting Women & Leadership Australia over the past few years has been a profoundly motivating and empowering experience for me. I saw firsthand how quickly WLA increased representation of Indigenous speakers and created more access for Aboriginal and Torres Strait Islander women to attend their events and leadership programs. It’s been outstanding to see how swiftly and effectively an organisation can ramp up diversity and inclusion – without any fuss. If only more organisations could take WLA’s lead! Having attended four Symposiums and the Advanced Leadership Program, I can’t thank WLA enough for including me and opening doors for many more Aboriginal and Torres Strait Islander women to grow in their leader journey.”

– **Kat Henaway,**
Indigenous Engagement Advisor,
WLA and Founder and CEO,
Women’s Business.



Observations and events

Navitas recognises NAIDOC week each year by providing staff with the NAIDOC logo and banners that can be incorporated in their emails during the week to celebrate the histories, cultures and achievements of First Nations peoples.

NAIDOC Week 2021

- Many Australian **SAE** campuses held NAIDOC week events, including showing films of First Nations peoples' stories and showcasing the work of Aboriginal and Torres Strait Islander students from all SAE disciplines.
- **SAE** Perth unveiled a symbolic mural in the campus foyer by the highly respected Aboriginal artist, Marcia McGuire. Marcia used the seven SAE discipline logos to represent respect, nurturing and protection, and to illustrate a community of talent, education, journeys, and a sense of belonging to the campus.
- Michael Weir, a First Nations student from **SAE** Byron Bay, performed both hip-hop and Indigenous songs with fellow Bachelor of Song Writing & Music Production student, Ben Slabb. Their performance helped to educate students and staff about the history of First Nations peoples and the traditions of the original custodians of the land.
- Tanja Hirvonen, Board Director of the Australian Indigenous Psychologists Association, presented a webinar to **ACAP** staff in the leadup to NAIDOC Week on 'Understanding Mental Health within Our Indigenous Communities.'
- **SIBT** recognised NAIDOC week on campus with First Nations performers and presentations by cultural educators. The college also marked "National Sorry Day" by holding film nights showcasing First Nations films, and other online activities.
- **ACAP** made donations to the Australian Psychological Society Bendi Lango initiative, which provides financial support to postgraduate Aboriginal and Torres Strait Islander psychology students, and Aurora Education Foundation; an Indigenous organisation supporting Aboriginal and Torres Strait Islander students to help realise their full education and employment potential.
- **Women & Leadership Australia** presented the 2021 Western Australia Award for Excellence in Women's Leadership to June Oscar AO, Aboriginal and Torres Strait Islander Social Justice Commissioner. June is a proud Bunuba woman from Fitzroy Crossing in Western Australia's Kimberley region. She is a strong advocate for Indigenous Australian languages, social justice and raising awareness of women's issues.

At the time of writing, we have scheduled events nationally during NAIDOC Week 2022. These include screenings of First Nations films, renaming of a meeting room at the Perth head office to recognise the work of Dr Charles Perkins, a cultural walking tour with an Arakwal Bundjalung custodian, Delta Kay in Byron Bay and displays of NAIDOC week collateral at our campuses.



From left: Dean Pearson (SAE), Aboriginal Elder Josh McGuire, Aboriginal artist Marcia McGuire, Magali McDuffie (SAE) and Sam Cutri (formerly SAE) at launch of SAE Perth mural.



SAE Aboriginal student Michael Weir performs during 2021 NAIDOC Week at the SAE Byron Bay campus.

Raising cultural awareness

Navitas Skilled Futures subscribes to Crackerjack education resources, an Indigenous-run learning platform, giving trainers access to content created by First Nations peoples to use in their classes.

Navitas English incorporates literature and films about First Nations cultures and histories into reading and listening content for students. They also invite First Nations culture specialists to present on the history of the local land, culture, music, and wildlife to raise awareness of First Nations heritage.

Curtin College incorporates cultural awareness as a graduate capability for all diploma programs. Designated units within three Diplomas have First Nations components (taught in collaboration with the Centre for Aboriginal Studies at Curtin University) and these will be introduced into the remaining programs in 2022.

Deakin College regularly hosts the Wurundjeri people on campus to conduct a Smoking Ceremony, as well as a Welcome to Country at the start of trimester.

SAE has developed a policy to embed First Nations stories into curricular projects – highlighting themes, story, language, and culture in a meaningful and appropriate way. This has resulted in collaborative projects with local First Nations elders and communities across the country. SAE has also formed the First Nations peoples Working Party – a group of staff representing each campus who are working to establish connections and develop more projects with local Aboriginal and Torres Strait Islander communities.

Former Academic Film Department Coordinator and National Film Program Committee Chair at **SAE Perth**, Dr Magali McDuffie, has travelled across Australia to produce short films with numerous Aboriginal communities, including the Nyikina women in the Kimberley. Her collaborative work has culminated in the presentation of more than 30 short films and documentaries at international festivals and conferences including the UNESCO Human Rights Commission and World Climate Change Conference. Magali is committed to empowering Aboriginal communities through film and supporting students to make impactful films that focus on groups who often don't have a voice in the mainstream media.

In March 2022, more than 50 senior leaders and managers from across the **Careers & Industry** division of Navitas participated in a two-hour Walkabout tour, hosted by Jellurgal Aboriginal Cultural Centre on the Gold Coast, as part of their leadership conference. The tour included an exploration of traditional life, bush tucker, fishing, hunting and the ecological practices and connection to the land of the Yugambeh speaking people.

Later that month, Aunty Ann Weldon from the Metropolitan Local Aboriginal Land Council in Sydney delivered a Welcome to Country during a virtual International Women's Day morning tea for Navitas leaders on the East Coast of Australia.



Leaders from the Careers & Industry division of Navitas participated in a Walkabout tour, hosted by Jellurgal Aboriginal Cultural Centre.



Working relationships and support

Navitas acknowledges the often invisible load carried by First Nations people in the workplace, recognising they may have been called upon to advise on First Nations issues and experiences or to lead important cultural events and activities. As part of our reconciliation journey, we are committed to actively supporting the inclusion of Aboriginal and Torres Strait Islander voices and recognising those contributions. In the leadup to the launch of our RAP, Navitas allocated time for a First Nations employee to voluntarily participate in DEI initiatives and advise the RAP Working Group. We have subsequently engaged Murawin as a critical friend to support the implementation of our Reflect RAP and deliver cultural competency training to our RAP leaders.

Griffith College partnered with Griffith University to provide access for Aboriginal and Torres Strait Islander students to the Gumurrii Student Success Unit, and all associated cultural events. This relationship provides our students with a communal space to study, while building connections with community and access to culturally appropriate academic support.

ACAP is a member of the Australian Indigenous Psychology Education Project 2, which aims to build a national community of educators to transform the psychology curriculum through Aboriginal and Torres Strait Islander knowledge and participation.

SAE Perth has been involved in several community engagement projects that give students opportunities to better understand the importance of cultural diversity in creative industries and broader society. This includes a partnership between SAE, the Pilbara and Kimberley Aboriginal Media association (PAKAM), Kimberley Jiyigas (a movement of Kimberley Indigenous women) and international not-for-profit Good Return, to film a two-day empowerment and leadership workshop in Halls Creek.

Three SAE students were engaged on the project to edit workshop footage into seven short segments for social media and promotion.

In 2019, four students from **SAE Perth** were engaged on the *Building Bridges* project; a participatory action research project located in Perth, on Wadjuk Nyoongar boodja (country).

The project involved Nyoongar Elders and Aboriginal and Torres Strait Islander young people working directly with staff to develop a shared understanding of how youth mental health services can be more culturally secure for First Nations young people.

The students produced a short documentary from the footage gathered by the project team, which was launched in December 2019. Four students were also involved in working with the Looking Forward project, shooting interviews and gathering with local Nyoongar Elders to develop footage for the project's social media and web presence.

SAE Perth has also developed a relationship with Martuwarra Fitzroy River Council and Madjulla Inc. in Broome to explore interdisciplinary collaborations on internship projects with both



SAE students were engaged to film the Kimberley Jiyigas Aboriginal Women in Business Camp in Halls Creek



A documentary screening of the Building Bridges research project



Kimberley Jiyigas Aboriginal Women in Business Camp in Halls Creek (photograph by Diana Henderson)



organisations. The campus is exploring ways for students to undertake internships with the Community Television Network in Perth, which is being redesigned with a new directorship and will include First Nations representatives on the Advisory Group.

In 2019, **Women & Leadership Australia (WLA)**, which forms part of **ASAM**, collaborated with First Nations organisation 'Women's Business', and First Nations stakeholders across the country, to deliver the Indigenous Women's Leadership Symposium. Attended by over 130 delegates, the event celebrated and amplified Aboriginal and Torres Strait Islander women, equipping them with the skills, confidence and connections to build their capabilities and plan for future success.

In 2021, **ASAM** partnered with the Navy and the Air Force Indigenous Affairs portfolios to launch their mentoring programs – the Expert Mentor Program (EMP) and the Mentee Preparation Program (MPP). These teams collaborated to deliver on the Defence Force's commitments to reconciliation and 'Closing the Gap' strategy. The EMP was delivered to 50 Indigenous and non-Indigenous air force and navy personnel, while the MPP was delivered to 11 Indigenous participants.

Aboriginal Elder, renowned artist, activist and public speaker Dr Miriam-Rose Ungunmerr Baumann AM was engaged by **WLA** to be a guest speaker at The Australian Schools Women's Leadership Summit in June 2022.

Deakin University invited First Nations students from **Deakin College** to join the NIKERI (The National Indigenous Knowledges Education Research Innovation) Institute virtual social group. The aim is to provide Deakin College students who identified as Aboriginal or Torres Strait Islander at the point of enrolment with an opportunity to develop social connections with other First Nations students studying at Deakin University.

Through the **ACAP Equity and Access Scheme**, Aboriginal and Torres Strait Islander students are able to access equity adjustments and reserved places in competitive courses, including the Bachelor of Psychological Science (Honours) and other professional psychology training courses.

Curtin College publishes student orientation materials in the local Nyoongar language.

Navitas Skilled Futures continues to engage with the National Indigenous Australians Agency and Supply Nation to better understand how the business can support Indigenous enterprises, initiatives and projects. During staff recruitment rounds, job vacancies are posted on Indigenous platforms and First Nations peoples are encouraged to apply.

Navitas is encouraging leaders across the organisation to engage not-for-profit social enterprises, such as the National Centre for Indigenous Excellence in Sydney, for catering, venue hire and conference facilities as a tangible way to invest in the employment and wellbeing of Aboriginal and Torres Strait Islander people.

Reconciliation Action Plan deliverables



Relationships

1 **Action:** Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.

Deliverable	Responsibility	Timeline
Identify Aboriginal and Torres Strait Islander stakeholders and organisations at key Navitas locations across Australia	RAP Project Lead	December 2022
Identify Aboriginal and Torres Strait Islander stakeholders within our partner universities	Executive General Manager, University Partnerships Australasia	November 2022
Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations	Director of Student Experience, SAE Creative Media Institute	September 2022

2 Action: Build relationships through celebrating National Reconciliation Week (NRW)

Deliverable	Responsibility	Timeline
Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff	Navitas Head of Corporate Communications	May 2023
RAP Working Group members to participate in an external NRW event	RAP Project Lead	27 May-3 June 2023
Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW	Navitas CEO Navitas Head of Corporate Communications	27 May-3 June 2023

3 Action: Promote reconciliation through our sphere of influence

Deliverable	Responsibility	Timeline
Communicate our commitment to reconciliation to all staff	Navitas CEO Navitas Head of Corporate Communications	July 2022
Identify external stakeholders that our organisation can engage with on our reconciliation journey	RAP Project Lead	December 2022
Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey	RAP Project Lead	August 2022

4 Action: Promote positive race relations through anti-discrimination strategies

Deliverable	Responsibility	Timeline
Provide anti-discrimination training for all staff in Australia	Head of Group HR	February 2023
Research best practice in areas of race relations	Head of Group HR	February 2023
Conduct a review of HR policies and procedures to identify opportunities to improve anti-discrimination provisions	Head of Group HR	June 2023



Respect

5

Action: Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning

Deliverable	Responsibility	Timeline
Identify tangible ways to increase understanding, value and recognition by staff of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation	Head of Group HR	September 2022
Conduct a review of cultural learning needs within our organisation	Head of Group HR	July 2023
Identify and deploy cultural competency training for all responsible owners of <i>Reflect</i> RAP deliverables	Head of Group HR	September 2022
Identify and deploy Aboriginal and Torres Strait Islander Inclusion and Cultural Safety training for staff in Australia	Head of Group HR	February 2023
Investigate ways to incorporate case study on trauma-informed care in Accidental Counsellor Training for Navitas staff involved in Student Mental Health Research Project	Head of Group HR	June 2023

6

Action: Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols

Deliverable	Responsibility	Timeline
Build on existing relationships with Aboriginal and Torres Strait Islander communities and individuals to better understand the local Traditional Owners or Custodians of the lands and waters within our organisation's operational areas	CEO, University Partnerships Australasia CEO, Careers & Industry division	October 2022
Offer training workshop to all Navitas staff on how to deliver an authentic Acknowledgement of Country	Head of Group HR	October 2022
Increase staff understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols	Head of Corporate Communications	December 2022
Develop Acknowledgement of Country email signature templates and for all Australian sites	Head of Corporate Communications	December 2022
Develop Acknowledgement of Country meeting room signage templates for all Australian sites	Head of Corporate Communications	December 2022

7 **Action: Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week**

Deliverable	Responsibility	Timeline
Raise awareness and share information among our staff about the meaning of NAIDOC Week	Head of Corporate Communications	July 2023
Host NAIDOC Week events at key Navitas sites in Sydney, Perth and Byron Bay	General Manager, ACAP (Sydney); Head of Corporate Communications (Perth); Campus Manager SAE/ACAP (Byron Bay)	First week of July 2023
Introduce our staff to NAIDOC Week by promoting external events in our local area	Head of Corporate Communications	June 2023
RAP Working Group to participate in an external NAIDOC Week event	Head of Corporate Affairs, Careers & Industry	First week of July 2023



Opportunities

8 **Action: Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development**

Deliverable	Responsibility	Timeline
Develop a proposal for Aboriginal and Torres Strait Islander employment within our organisation	Head of Group HR	February 2023
Investigate how we can improve HR reporting metrics to better understand current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities	Head of Group HR	December 2022

9 **Action: Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes**

Deliverable	Responsibility	Timeline
Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses	Navitas Finance Systems and Process Manager General Manager, Navitas Skilled Futures	September 2022
Investigate Supply Nation membership	Navitas Finance Systems and Process Manager General Manager, Navitas Skilled Futures	September 2022



Governance

10 Action: Establish and maintain an effective RAP Working Group and Steering Committee to drive governance of the RAP

Deliverable	Responsibility	Timeline
Finalise membership of RAP Steering Group to govern RAP implementation	CEO, Careers & Industry	July 2022
Develop Terms of Reference for the RWG	RAP Project Director	September 2022
Establish Aboriginal and Torres Strait Islander representation on the RWG	RAP Project Lead	June 2023

11 Action: Provide appropriate support for effective implementation of RAP commitments

Deliverable	Responsibility	Timeline
Define resource needs for RAP implementation	RAP Project Lead	July 2022
Engage senior leaders in the delivery of RAP commitments	RAP Project Lead	July 2022
Appoint senior leaders to champion our RAP internally	RAP Project Lead	July 2022
Define appropriate systems and capability to track, measure and report on RAP commitments	RAP Project Lead	August 2022

12 **Action: Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally**

Deliverable	Responsibility	Timeline
Contact Reconciliation Australia to verify that our primary and secondary contact details are up to date, to ensure we do not miss out on important RAP correspondence	RAP Project Lead	June 2023
Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Measurement Questionnaire	RAP Project Lead	1 August 2022
Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia	RAP Project Lead	30 September 2022

13 **Action: Continue our reconciliation journey by developing our next RAP**

Deliverable	Responsibility	Timeline
Register via Reconciliation Australia's website to begin developing our next RAP	RAP Project Lead	April 2023

**Please direct all public inquiries
about our RAP to:**

Cathy Tobin

**Head of Corporate Affairs,
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