

# Monash University

## Indigenous Employment Action Plan 2019 - 2021

Monash University acknowledges the Traditional Custodians, and Elders past and present, of all the lands on which we operate.

Monash University's Australian campuses are located on the traditional lands of Aboriginal people who have engaged in teaching, learning and researching for thousands of years.

From the beginning of the Centre for Research into Aboriginal Affairs over 50 years ago, to the creation of Australia's first of its kind Monash Orientation Scheme for Aborigines (MOSA) program in the 1980s, the University has been progressive in its engagement with Indigenous Australians. We strive to ensure that Aboriginal heritage, tradition and knowledge is a visible and valued part of our University. Forefront to this is ensuring Indigenous people are employed in all areas of the University.

The University acknowledges the disparities experienced by Indigenous Australians in all relevant statistical and social indicators. This Action Plan seeks to help redress the disadvantage of not being able to learn about and from our First Nations Peoples. Through Indigenous Cultural Safety and Awareness programs, and opportunities to work more closely with Aboriginal and Torres Strait Islander people, Monash staff and students will gain a greater knowledge of our shared history which promotes reconciliation.

The Indigenous Employment Action Plan 2019-2021 aims to position Monash University as an employer of choice for Aboriginal and Torres Strait Islander people. The Action Plan has been developed to compliment the Monash Aboriginal and Torres Strait Islander Framework: 2019-2030 (The Framework), while closely aligning with the University's overarching strategy, Focus Monash. The Indigenous Employment Action Plan also supports the Diversity and Inclusion Framework and Indigenous aspirations within the Enterprise Bargaining Agreement.

This Action Plan aims to increase Indigenous staff levels to meet population parity with the Victorian population (0.8% at 2016 Census) across Professional and Academic employment streams while working toward 3% representation of Indigenous staff across the University.

## Monash University's Commitment

Monash University will ensure the following goals are met:

### 1. Relationships:

Build collaborative and mutually beneficial relationships between the University and Indigenous communities. Leverage those relationships to ensure Indigenous people are aware of employment opportunities at Monash.

Action	Responsibility	Key Performance Indicator
1.1 Continue to provide Indigenous Cultural Safety workshops to staff and ensure all Monash staff are encouraged to attend.	OPVC(I) HR	20% of all staff to complete face to face workshop by 2020.
1.2 Provide all students with exposure to historical and contemporary issues relating to Indigenous Australia, drawing on Indigenous perspectives.	OPVC(I)	Compulsory online modules incorporating historical and contemporary issues to be available to all students in 2020
1.3 Strengthen the relationship with Monash Indigenous alumni.	OPVC(I) ERDA	Indigenous alumni to be identified and database kept updated. One alumni event each year.
1.4 Organise events that promote positive relationships between Indigenous people and relevant Monash University departments and personnel.	OPVC(I)	Numerous events each year to coincide with significant dates for Indigenous people.
1.5 Promote the use of Monash University facilities to Indigenous communities.	OPVC(I)	Monash to host one event each year.
1.6 Increase communication with Indigenous people and communities via newsletters, community visits, job fairs and events.	OPVC(I)	Monash to maintain its visibility to community.
1.7 All selection panel members to receive information on culturally-appropriate conduct of interviews with Indigenous applicants.	OPVC(I) HR	Indigenous Employment Policy program to develop a guide to be provided by HR Business Partners as guidance to all panels.
1.8 At least one Indigenous staff member to be a full member of all interview panels when an Indigenous candidate is being considered.	OPVC(I)	Indigenous Employment Policy program, operated by Yulendj to establish a system to enable Indigenous staff to be trained to be full member of all panels when required.

## 2. Recruitment:

Ensure we attract quality candidates as well as building the capacity of Indigenous people and communities. Attract Indigenous academics to all Faculties. Ensure that Indigenous academics are able to contribute to curriculum development and research across all Faculties.

Action	Responsibility	Key Performance Indicator
2.1 Continue to implement the Indigenous Employment Advancement Program. This program seeks to recruit Indigenous trainees annually while completing a Certificate 4 or Diploma qualification.	OPVC(I) HR All Faculties & Divisions	At least 75% of trainees gain ongoing work or return to study after the program. Retain 25% of trainees in Monash workforce.
2.2 Develop and implement an Indigenous Graduate Program to recruit Indigenous graduates in fixed term positions as a pathway to secure continuing employment and develop the skills for a professional career.	OPVC(I) HR All Faculties & Divisions	Program developed and implemented into the Indigenous Employment Policy program. Two graduates to be engaged with the program each year. Run one employment focussed event each year for students.
2.3 The Indigenous Employment Policy provides priority in employment to suitable Indigenous job applicants.	OPVC(I) HR	Maintain the Indigenous Employment Policy to ensure it remains relevant and effective.
2.4 Implement the Indigenous Academic Development Program. This supports the recruitment of two Indigenous academic staff each year, supports HDR students to improve completion rates.	OPVC(I) PDVC (E)	Program achieves stated outcomes.
2.5 Where an Academic role has an Indigenous focus and the applicants Indigeneity puts them at an advantage, the applicant must provide proof of Aboriginality prior to being employed.	OPVC(I)	All relevant academic roles will satisfy Monash's due diligence in ensuring Indigenous people are producing Indigenous focused knowledge and teaching.
2.6 Monash will engage prominent Indigenous industry professionals and community representatives through Adjunct appointments.	OPVC(I)	Continue to grow the number of Indigenous adjunct appointments. Establish and operate a network to support and encourage Indigenous Academic staff professional development.

### 3. Retention:

Ensure retention levels are maintained at an equal or better rate as those of non-Indigenous staff.

Action	Responsibility	Key Performance Indicator
3.1 Restructure proposals to detail effect on Indigenous staff numbers. Special measures to be taken to ensure those Indigenous staff affected are retained by the University where possible.	OPVC(I) HR	OPVC(I) to be consulted on all restructures to advise how Indigenous staff would be affected.
3.2 Where required, provide briefing for workplaces prior to new staff commencing.	OPVC(I)	Briefings provided where appropriate.
3.3 Invite all new Indigenous staff to meet with members of the Indigenous Employee Network each quarter.	OPVC(I)	Numbers of Indigenous staff attending Indigenous staff network gatherings (quarterly morning teas and yearly staff workshop).
3.4 Provide support and advice to all parties in relation to performance development and management.	OPVC(I) HR	OPVC(I) to provide advice where appropriate.
3.5 Invite all new Indigenous staff to receive an appropriate mentor.	OPVC(I)	Mentors provided where required.
3.6 Provide Indigenous employees with details of internal and external training/development programs, and encourage to participate where relevant.	OPVC(I)	Indigenous staff to be kept up to date with opportunities for development.

#### 4. Program Advancement

Successful implementation of the Indigenous Employment Action Plan will require support from the University at all levels.

Action	Responsibility	Key Performance Indicator
4.1 Provide staff working with Indigenous programs with access to professional networks and advice on leading strategies and learning on advancing the understanding of Indigenous Australian employment.	OPVC(I) HR	Team members of the Indigenous Employment Policy program, operated by Yulendj to be provided opportunities for development and networking.
4.2 Prospectively ensure all Indigenous leadership roles at the University become identified positions.	VC OPVC(I) HR	Indigenous leadership roles will be Identified positions requiring confirmation of Indigenous identity.
4.3 Ensure clarity of responsibility within Monash for implementation of the Indigenous Employment Action Plan.	OPVC(I) HR PDVC (E)	Responsibility for actions resulting from the Indigenous Employment Action Plan to be incorporated into the Monash Aboriginal and Torres Strait Islander Framework Implementation Plan to ensure a whole of university approach.
4.4 Fostering an environment within Monash that provides adequate support and oversight for the Indigenous Employment Action Plan's initiatives.	OPVC(I) HR	Appropriate governance and accountability system established to support the IEAP.

#### Monitoring and Evaluation

Ongoing review and evaluation of the Indigenous Employment Action Plan will be conducted by the Yulendj Indigenous Engagement Unit.

Ongoing consultation and monitoring will be provided to the Indigenous Advisory Council on the progress towards this Plan.

Regular reports will be provided on the Action Plan and initiatives to VCEC.

**Endorsed:** *Indigenous Advisory Council Meeting*

*Meeting 1/2018*

**Approved:** *Vice-Chancellor's Executive Committee*

*Meeting*