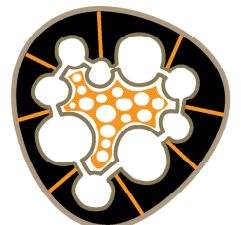


SDN Children's Services

Aboriginal and Torres Strait Islander

Employment Strategy



SDN Ngarra Nanga Mai



A detail from the mural painted at SDN Beranga by Darug artist Leanne Tobin

1. Attract Aboriginal and Torres Strait Islander staff

Objective: To attract Aboriginal and Torres Strait Islander staff

Intended outcome: Recruitment processes give Aboriginal and Torres Strait Islander applicants the best opportunity to demonstrate their capabilities for advertised positions

Actions:

- ▶ maintain engagement with the local community to promote employment opportunities.
- ▶ target potential Aboriginal and/or Torres Strait Islander staff through specific advertising and recruitment.
- ▶ develop a guide on managing the selection process where an applicant identifies as being Aboriginal or Torres Strait Islander on their application for any general vacancies.
- ▶ develop processes to measure and progressively improve Aboriginal and Torres Strait Islander job application rates, success rates and develop a feedback process
- ▶ ensure SDN utilises the Aboriginal Practice Leader when the applicant moves through the interview process — make this clear with the applicant from the outset of the employment process.
- ▶ incorporate identified good practice in Aboriginal and Torres Strait Islander recruitment into SDN's recruitment processes.
- ▶ use visual images of Aboriginal and Torres Strait Islander Australians engaged in diverse employment within SDN
- ▶ incorporate in our website information about where our Aboriginal and Torres Strait Islander Staff are located and what positions the staff have chosen within SDN.
- ▶ develop links with educational institutions and create entry points at various levels.
- ▶ build relationships and work experience opportunities with educational institutions and develop pathways to entry-level and specialist roles for Aboriginal and Torres Strait Islander people.
- ▶ develop entry points for Aboriginal and/or Torres Strait Islander people that link to education and training (including traineeships and scholarships).

- ▶ advertise a variety of mainstream positions, not only positions dealing with service delivery to Aboriginal communities, through Aboriginal media.
- ▶ ensure job ads are written inclusively and in plain English designed to attract a wide pool of suitable applicants, by using appropriate language.
- ▶ avoid jargon, bureaucratic language or terms that are not familiar to the general public.
- ▶ provide recruitment information to Aboriginal and Torres Strait Islander community organisations.
- ▶ include the tag line 'Aboriginal and/or Torres Strait Islander people are encouraged to apply and commitment to working with Aboriginal and/or Torres Strait Islander communities to improve outcomes for Aboriginal and/or Torres Strait Islander people' in advertised positions.
- ▶ be flexible about application periods and recruitment practices, adjusting recruitment practices to draw out the best in the candidates.
- ▶ provide advice on the interview process in advance so that applicants can prepare themselves adequately.
- ▶ expand the scope of our student program, and Introduce traineeship program for Aboriginal and Torres Strait Islander people.
- ▶ ensure Aboriginal and Torres Strait Islanders are represented in our graduate recruitment program (when program commences).

2. Retain Aboriginal and Torres Strait Islander staff

Objective: To retain Aboriginal and/or Torres Strait Islander staff

Intended outcome: A workplace environment that values the employment and retention of Aboriginal and Torres Strait Islander staff.

Actions:

- ▶ provide appropriate professional development opportunities to equip Aboriginal and Torres Strait Islander staff with the skills and confidence to work in the area of their choice.
- ▶ actively support Aboriginal and Torres Strait Islander staff to develop skills that are valued by SDN, by ensuring that staff have access to professional development opportunities.
- ▶ provide opportunities to be mentored and to mentor.
- ▶ provide opportunities for Aboriginal and Torres Strait Islander staff networks.
- ▶ gather information on staff and community perceptions of the agency as a 'good place to work', address specific factors that might be adversely affecting retention, conduct exit interviews.
- ▶ use exit interviews to identify issues and provide Aboriginal and Torres Strait Islander-specific support where needed as part of our continuous improvement.
- ▶ have HR policies that support cultural traditions.

3. Support career pathways

Objective: To improve the career pathways of Aboriginal and/or Torres Strait Islander staff

Intended outcome: Aboriginal and Torres Strait Islander staff have career pathways supported and are represented at all levels in the organisation. Provide assistance for Aboriginal and Torres Strait Islander staff to map their career pathways.

Actions:

- ▶ use the SDN review process to identify Aboriginal and Torres Strait Islander staff with the potential to fill higher level and executive roles.
- ▶ actively encourage Aboriginal and Torres Strait Islander staff to participate in a range of strategic opportunities, including encouraging participation in Sector-wide initiatives.



A detail from the mural painted at SDN Beranga by Dorug artist Leanne Tobin

4. Be a culturally competent organisation

Objective: To build the cultural competency of all SDN staff

Intended outcome: Aboriginal and/or Torres Strait Islander cultural practices and events are respected and celebrated.

Actions:

- ▶ develop and deliver relevant, localised content focusing on the cultures of the local Aboriginal and/or Torres Strait Islander communities as they relate to SDN services.
- ▶ incorporate appropriate Aboriginal cultural practices in official events, display the Aboriginal and Torres Strait Islander flag and acknowledge and recognise significant community events.
- ▶ include a Welcome to Country or Acknowledgement of Country, as appropriate, at official agency events.
- ▶ all staff to undertake Aboriginal cultural awareness training, as part of SDN's Induction process
- ▶ acknowledge and promote Aboriginal staff's cultural knowledge and the benefits of closing the gap.

SDN formally acknowledges the unique position of Aboriginal and Torres Strait Islander peoples as the first Australians and custodians of the land. We pay our respects to Elders, past and present.