



RECONCILIATION
ACTION PLAN

INNOVATE



Australian
Nursing &
Midwifery
Federation



Nunukul Yuggera Aboriginal Dancer, ANMF National Biennial Delegates Conference, Brisbane

Reconciliation Action Plan

September 2020 - September 2022

Our Vision for Reconciliation

Our vision for reconciliation is health equity for Aboriginal and Torres Strait Islander peoples¹. Our vision can be achieved through building relationships with Aboriginal and Torres Strait Islander nurses, midwives and broader communities, working together to identify and provide opportunities to build capacity and realise potential.

We will work towards our vision by modelling respect for Aboriginal and Torres Strait Islander peoples; promoting understanding of their rights and leading the nursing and midwifery professions in respect and sharing knowledge with Aboriginal and Torres Strait Islander peoples.

We will adopt the principles of reconciliation as part of our core work, and will model and encourage promotion of reconciliation throughout the nursing and midwifery professions.

Our Business

Established in 1924, the Australian Nursing and Midwifery Federation (ANMF) is the largest professional and industrial organisation in Australia for nurses, midwives and assistants in nursing. Our core business is the professional and industrial representation of our members and the professions of nursing and midwifery.

The ANMF takes a leadership role for the nursing and midwifery professions by participating in the development of policy relating to nursing and midwifery practice, professionalism, regulation, education, training, workforce, socio-economic welfare, health and aged care, community services, veterans' affairs, workplace health and safety, industrial relations, social justice, human rights, immigration, foreign affairs and law reform.

The ANMF structure consists of a Federal Office (across Canberra and Melbourne locations) which is nationally focussed, and Branches in each State and Territory of Australia, which are jurisdiction-focussed. A combined national membership of over 280,000 nurses, midwives, students and assistants in nursing, includes Aboriginal and Torres Strait Islander members. ANMF members are employed in a wide range of settings including urban, rural and remote locations in public and private health, primary health care and in aged care.

The ANMF Branches engage directly in membership activities within their jurisdictions, while the Federal Office undertakes lobbying at a national level on behalf of the organisation as a whole. Information on the work of the ANMF Federal Office such as current and past national campaigns, policy work (including submissions and policy statements), online education programs, and publications (including *Australian Nursing and Midwifery Journal*), can be found on the ANMF Federal Office website at: <http://www.anmf.org.au>.

This Reconciliation Action Plan (RAP) is developed for the ANMF Federal Office staff, of which there are twenty-eight people employed across its locations. No employees of the ANMF Federal Office identify as Aboriginal and/or Torres Strait Islander, at the time of writing. The ANMF will improve its recruitment processes to attract Aboriginal and/or Torres Strait Islander applicants for positions that may arise.

¹ Equity means fairness. Equity in health means that people's needs guide the distribution of opportunities for well-being. Reference: Equity in health and health care. WHO, Geneva, 1996

Our Innovate RAP

The ANMF has made a commitment to work to address health inequalities experienced by many Aboriginal and Torres Strait Islander people. This RAP acts on that commitment and helps us to focus on keeping the health of Aboriginal and Torres Strait Islander peoples on the national agenda. Our RAP champion is ANMF Assistant Federal Secretary and RAP Working Group chair Lori-Anne Sharp, who promotes the RAP and events in the RAP calendar among our staff and is the key liaison person with organisations such as CATSINaM.

As forefront health professionals, it is essential that nurses and midwives have an understanding of Australia's full history through the lens of Aboriginal and Torres Strait Islander peoples. The ANMF takes seriously our role in modelling and encouraging respect and reconciliation among Aboriginal and Torres Strait Islander peoples and non-Indigenous Australians.

Our business is to promote safe, competent nursing and midwifery care for all people in Australia. The Nursing and Midwifery Board of Australia (NMBA) codes of conduct assist in the educative process needed to foster a culturally safe environment for all Aboriginal and Torres Strait Islander peoples.

Our RAP is an important objective of the ANMF Strategic Plan and articulates our vision to influence nursing, midwifery, health, and social justice policy. Of essence, this RAP is an opportunity to contribute, on behalf of nursing and midwifery, to improving health outcomes for Aboriginal and Torres Strait Islander peoples.

The ANMF Federal Office RAP was initially championed by a dedicated group of staff within our office. Their work is now undertaken by a formalised RAP Working Group.

The ANMF Federal Executive has endorsed the Federal Office RAP, and this may provide a framework for ANMF State and Territory Branches to develop their own RAPs.

The RAP Working Group has developed and revised our RAP over time. The RAP Working Group has positions for an elected official, professional, industrial and communications staff, and an Aboriginal and/or Torres Strait Islander nurse who is an ANMF member. The RAP Working Group may liaise with CATSINaM and ANMF Branches to co-opt other Aboriginal and/or Torres Strait Islander ANMF members from time to time. The Working Group meets four times per year and is responsible for developing, implementing, reviewing and reporting progress against the RAP within the Federal Office of the ANMF.

Faye Clarke, a Gunditjmara, Wotjaboluk and Ngarrindjeri woman, an ANMF member and member of the Congress of Aboriginal and Torres Strait Islander Nurses and Midwives (CATSINaM), has provided invaluable advice during the development of this RAP as a member of our RAP Working Group. Faye stepped down from her role during 2020 and we welcome our new Aboriginal nurse adviser, Melanie Robinson.

The ANMF provided significant support for the establishment of CATSIN in the early 1990s. Due to the historical and on-going close relationship between our organisations, the ANMF RAP has been reviewed by CATSINaM through their Chief Executive Officer, as an external consultation, and approval obtained for the actions and deliverables of mutual involvement.

Progress on the RAP will be reported to the ANMF Federal Executive and the membership. The ANMF will also provide an annual progress report to Reconciliation Australia, which will be publically available on our website: <http://www.anmf.org.au>.

Our RAP Working Group

Name	Position
Lori-Anne Sharp – Chair	Assistant Federal Secretary – Elected official
Melanie Robinson	Aboriginal Nurse Adviser
Julianne Bryce	Senior Federal Professional Officer
Tara Nipe	Federal Professional Officer
Elizabeth Reale	Federal Professional Research Officer and Librarian
Ben Rodin	Journalist, Australian Nursing & Midwifery Journal
Nicole Foote-Lenoir	Social Media and Digital Officer
Kristy Male	Communications and Campaigns Assistant
Kristen Wischer	Senior Federal Industrial Officer
Other ANMF Federal Office staff involved in implementing our RAP	
Kerrie Fitzpatrick	Executive Assistant
Dorothy Abicic	Finance Officer
Contact the RAP WG	
Name: Elizabeth Reale Position: Federal Professional Research Officer and Librarian Phone: 03 9602 8500 Email: ereale@anmf.org.au	

Our Reconciliation Journey

The first RAP developed by the ANMF Federal Office was launched in 2009 and registered with Reconciliation Australia. Under this RAP Federal Office staff in 2010 undertook a cultural awareness day which included the experience of a guided cultural walk along the banks of the Yarra River, Melbourne, and an afternoon cultural program at the Koorie Heritage Trust. The RAP has also been the driving force for Federal Office staff participating in events of significance to Aboriginal and Torres Strait Islander peoples such as Close the Gap Day, NAIDOC Week, National Reconciliation Week and National Sorry Day.

Our journey since 2009 has led us to understand more fully the capacity and sphere of influence of the Federal Office in refining and realising our RAP objectives. We have improved our vigilance with including the Welcome to Country address at ANMF official functions, and acknowledging Traditional Custodians of the land in formal meetings/ presentations, and, in written communications such as on official letterhead and as footers to emails. We have increasingly raised awareness in ANMF submissions of the specific implications for Aboriginal and Torres Strait Islander nurses and midwives of proposed government policies. In 2018 we purchased two sets of Aboriginal, Torres Strait Islander and Australian flags, one which is prominently located in our boardroom and meeting room; and the AIATSIS Map of Indigenous Australia, which hangs in our boardroom. We have framed a copy of the Uluru Statement from the Heart, which hangs in our foyer.

We have:

- participated in a two-day Cultural Safety and Respect program hosted by CATSINaM;
- worked jointly with CATSINaM, the Australian College of Nursing, the Australian College of Midwives and the Nursing and Midwifery Board of Australia to develop the new codes of conduct for nurses and midwives, which now includes guidance on respectful care to improve health outcomes for Aboriginal and Torres Strait Islander peoples;
- run social media coverage on Australia Day 2018 on the impact of that official day for Aboriginal and Torres Strait Islander peoples;
- written an article published in the Australian Nursing and Midwifery Journal (May 2018) titled '*The importance of cultural safety not a privilege*';
- engaged Faye Clarke, a Gunditjmara, Wotjaboluk and Ngarrindjeri woman and a member of our RAP Working Group, to give a presentation to Federal Office staff at a special lunch during National Reconciliation Week 2018, on 'Don't keep history a mystery' and the importance of Acknowledgement to Country;
- continued to collaborate with CATSINaM through joint participation in the South Pacific Nurses Forum (SPNF), where we play a leadership role throughout the event, and support Aboriginal and Torres Strait Islander nurses and midwives to attend;
- written a reference letter for CATSINaM's nomination for the 2018 Human Rights Award, Racism. *It stops with me*, which CATSINaM applied for, to honour their work in campaigning for zero tolerance for racism in healthcare by promoting cultural safety across the healthcare professions (August 2018);
- engaged In Travel Group to book travel arrangements for the Federal Office. In Travel Group is an Aboriginal owned and operated travel company and is Supply Nation certified;
- supported First Nations Worker Alliance (FNWA) with annual organisational membership;
- celebrated National Reconciliation Week 2019 with a very successful office lunch where staff contributed dishes featuring indigenous ingredients and researched and spoke about three Aboriginal nurses and midwives;
- written an article published in the Australian Nursing and Midwifery Journal (October 2019) titled '*Have you considered introducing a RAP at your workplace?*';
- introduced protocols to ensure Acknowledgment of Country and Welcome to Country are incorporated into our meetings and events appropriately, and are performed correctly;
- engaged Archie Roach to perform at our Biennial National Delegates Conference in October 2019. Archie's appearance fee was donated to the Archie Roach Foundation, which supports creative arts for young people in the juvenile justice system;
- invited Melanie Robinson, CEO of CATSINaM to speak at our Conference. Her presentation was titled *Fairer, Stronger, Healthier – the role of Indigenous Nurses and Midwives*.

Reflection - Challenges and Learnings for our Organisation

A key question we have grappled with is about the scope of our RAP. Is it just for ANMF Federal Office, or should it encompass ANMF state and territory Branches too?

Initially, we wanted the RAP to be for ANMF in its entirety. Over time however, we saw that our federated structure, and the independent nature and differing roles of ANMF Branches made implementing the RAP as an all-encompassing document very complex. Consequently, we shifted the focus of our RAP to the ANMF Federal Office, and this realisation has enabled us to better play to our strengths. We can target our actions to those we can do most effectively across the spectrum of the Innovate RAP, within our particular sphere of influence as a national nursing and midwifery body, using tools and resources readily available to us.

For example, our key communication tool with members is the national journal, the Australian Nursing and Midwifery Journal (ANMJ), which we've used very effectively and consistently to write about Aboriginal and Torres Strait Islander health, nursing and midwifery, and calendar events such as Close the Gap Day and National Reconciliation Week.

Our elected and professional staff have participated in cultural awareness training through other nationally focused nursing and midwifery organisations such as CATSiNaM and the Australian Nursing and Midwifery Accreditation Council (ANMAC). We have collaborated with the Nursing and Midwifery Board of Australia (NMBA) and others to develop a Joint Statement on Cultural Safety.

For our internal operations, we have been able to implement practical policies and protocols for our staff; work successfully with our Aboriginal nurse adviser; and to engage Aboriginal owned and operated business, In Travel, to manage our travel arrangements.

We will continue to encounter challenges in implementing our RAP, and endeavour to do the best we can to improve all our RAP outcomes. The ANMF Federal Office RAP is available for our Branches to draw upon and adapt to their work within the jurisdictions and with members.

Reflection - Engaging Staff in Cultural Learning Opportunities

The more organically opportunities for cultural learning arise, the better. Sometimes it's a struggle to engage staff in activities, and other times it happens naturally.

Our early attempts to wrangle 26 staff to do Walkin' Birrarung along Birrarung Marr, the River of Mists, seemed futile at first. Everyone was busy or unavailable, and some staff felt reluctant to dedicate a day to something they didn't quite see the importance of. We succeeded however, and it was a wonderful, interesting day that left an indelible impression on their understanding of Melbourne for many staff. We've now done the walk twice, for staff new to the organisation.

For NRW 2019, we invited staff to prepare dishes featuring indigenous Australian ingredients for lunch. The cooks of the office engaged with enthusiasm – we had more than enough delicious food to eat, and we learned something about the ingredients in each person's dish. We concluded our lunch with the stories of three Aboriginal nurses and the journeys they took to succeed in their respective careers.

Some things arise spontaneously, such as the chance to attend the opening of Gavin Wanganeen's solo art exhibition at the Koorie Heritage Trust in May 2016. Three members of the Professional Team attended and were in awe of Gavin's transition from football to connecting with his culture through art.

A common barrier to engaging staff in cultural learning activities is staking out the time. Staff are busy and some struggle to dedicate a day or half a day to activities not directly related to their work. We will try harder to weave in accessible opportunities that are sensitive to staff's other work commitments, and, identify options that will suit the various Federal Office teams more specifically.

Activities involving food and conversation will always go down well.

Staff Profiles that Reflect Positive Progress by our Organisation

In the spirit of our RAP, Federal Professional Officers undertook a two-day Cultural Safety and Respect workshop hosted by our colleague organisation the Congress of Aboriginal and Torres Strait Islander Nurses and Midwives (CATSINaM) in 2014.

Former Federal Secretary, Lee Thomas attended a special women's meeting at the Garma Festival

in 2016. This was at the invitation of Reconciliation Australia board members, Djapirrii Munggirritj and Melinda Cilento and facilitated by Janine Mohamed, CEO of CATSINaM.

Two members of the ANMF RAP Working Group attended the 2018 National Reconciliation Action Plan Conference 2018, co-hosted by Swinburne University, Reconciliation Australia and the Richmond Football Club (AFL).

The ANMF Federal Secretary completed a two-day Cultural Respect Training program for members of the Australian Nursing and Midwifery Accreditation Council (ANMAC) in August 2019.

Reflection - Participating in the CATSINaM Cultural Safety and Respect Program

ANMF Professional Officers attended a two-day cultural safety and respect workshop hosted by the Congress of Aboriginal and Torres Strait Islander Nurses and Midwives (CATSINaM) in Canberra, in 2014. The Professional Officers found the two days thought provoking and at times confronting. The workshop focussed on participants reflecting on their whiteness, and the impacts of white culture on Aboriginal and Torres Strait Islander peoples.

'We were confronted with the privilege that whiteness affords, in being part of the dominant culture in Australian society. As white Australians, we will not be discriminated against because of our skin colour. We grew up with expectations of entitlements, often without thinking that others don't share that privilege', says Senior Professional Officer Julianne Bryce.

Participants were taken on a journey of the terrible pain and suffering inflicted on Aboriginal and Torres Strait Islander peoples in this country from colonisation to the present day.

Julianne concludes, 'It is only through an improved understanding of and development of respectful relationships with Aboriginal and Torres Strait Islander peoples that we will be able to address health inequalities, reduce poverty, and provide safe culturally respectful care. As the ANMF Federal Office Professional Team, we commit to embedding cultural respect for Aboriginal and Torres Strait Islander peoples in all our national policies, position statements, and guidelines documents'.



Relationships

The relationships and connections that ANMF develops with Aboriginal and Torres Strait Islander peoples and organisations, including nurses and midwives and broader communities, are fundamental to enabling the activities outlined in our RAP. The ANMF seeks to foster positive, respectful relationships and genuine opportunities for communication and cooperation. We seek to listen and learn, and to work sensitively and

ably with Aboriginal and Torres Strait Islander peoples and organisations to bring about health equality, to build capacity and realise potential.

Action	Deliverable	Timeline	Responsibility
1. Celebrate and participate in National Reconciliation Week (NRW) by providing opportunities to build and maintain relationships between Aboriginal and Torres Strait Islander peoples and other Australians	Download Reconciliation Australia's National Reconciliation Week resources and circulate to staff	Apr 2021, 2022	Professional Research Officer/ Librarian
	Register our NRW event via Reconciliation Australia's website	April 2021,2022	Professional Research Officer/ Librarian
	Organise at least one internal event for NRW each year	April 2021,2022	Professional Research Officer/ Librarian
	Support an external NRW event	May 2021, 2022	RAP WG Chair RAP WG members
	Ensure RAP WG members participate in an external event to recognise and celebrate NRW	May 2021, 2022	Professional Research Officer/ Librarian
	Communicate with ANMF members about NRW through our national journal, the ANMJ, social media and on our website and email signature blocks.	May 2021, 2022	Journalist Digital and Social Media Officer Communications and Campaigns Officer
	Encourage and support staff and elected officials to participate in at least one external event to recognise and celebrate NRW	May 2021, 2022	Professional Research Officer/ Librarian



Action	Deliverable	Timeline	Responsibility
2. Develop and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander peoples, communities and organisations to support positive outcomes, especially those relating to health equity	Meet with Aboriginal and Torres Strait Islander organisations to renew guiding principles for future engagement	September 2020	RAP WG Chair
	Maintain an engagement plan to work with our Aboriginal and Torres Strait Islander stakeholders	September 2020	RAP WG Chair Professional Research Officer/ Librarian
	Promote the cultural safety position statement of CATSINaM	September 2020	RAP WG Chair Senior Professional Officer Journalist
	Support and influence the adoption of the recommendations and resolutions of the CATSINaM cultural safety position statement	September 2020	RAP WG Chair Senior Professional Officer
3. Raise internal and external awareness of our RAP to promote reconciliation across our organisation and throughout the nursing and midwifery professions	Implement and review a strategy to communicate our RAP to internal and external stakeholders: <ul style="list-style-type: none"> • ANMF Branches • ANMF Annual Report • ANMJ and ANMF website. 	September 2020	RAP WG Chair RAP WG members
	Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.	September 2020	RAP WG Chair RAP WG members



Action	Deliverable	Timeline	Responsibility
3. (continued)	Promote reconciliation through ongoing active engagement with all stakeholders by sharing our RAP, activities and informed opinions in conversations and via our journal, social media and website platforms	August 2020, 2021	RAP WG Chair Senior Professional Officer Journalist Digital and Social Media Officer
	Encourage ANMF Branches to develop a RAP	September 2020, 2021	RAP WG Chair Senior Professional Officer
	Implement strategies to engage our staff in reconciliation	July 2020	Professional Research Officer/ Librarian
	Collaborate with RAP and other like-minded organisations to develop ways to advance reconciliation.	September 2020	RAP WG Chair
4. Promote positive race relations through anti-discrimination strategies	Review HR policies and procedures to identify existing anti-discrimination provisions and future needs	August 2021	RAP WG Chair
	Develop, implement and communicate an anti-discrimination policy for our organisation	August 2021	RAP WG Chair
	Engage with Aboriginal and Torres Strait Islander advisers to consult on our anti-discrimination policy	September 2020	RAP WG Chair Aboriginal Nurse Adviser
	Educate senior leaders on the effects of racism	May 2021	RAP WG Chair



Respect

The ANMF respects the innate right of Aboriginal and Torres Strait Islander peoples to determine their health needs. We recognise there is diversity of experiences and cultural heritage, and we embrace cultural differences. The ANMF appreciates that traditional cultural heritage and identity shape contemporary culture. We acknowledge our need to continually take opportunities to learn at a deeper level Aboriginal and Torres Strait Islander concepts of well-being. Our intent is to raise awareness of and to celebrate achievements and successful health outcomes.

Action	Deliverable	Timeline	Responsibility
5. Engage Federal Office staff in cultural learning opportunities to increase understanding and appreciation of Aboriginal and Torres Strait Islander cultures, histories and achievements, and to stay informed of current issues	Develop and implement a cultural awareness training strategy for our staff which defines cultural learning needs of employees in all areas of our organisation and considers various ways cultural learning can be provided (online, face-to-face workshops or cultural immersion)	September 2020	RAP WG Chair Professional Research Officer/ Librarian
	Conduct a review of cultural learning needs within our organisation	September 2020	Professional Research Officer/ Librarian
	Work with local Traditional Owners and/or Aboriginal and Torres Strait Islander consultants to develop cultural awareness training	September 2020	RAP WG Chair Professional Research Officer/ Librarian
	Provide opportunities for RAP WG members and other key leadership staff to participate in formal and structured cultural learning	September 2020	RAP WG Chair Professional Research Officer/ Librarian



Action	Deliverable	Timeline	Responsibility
6. Engage Federal Office staff in understanding the significance of Aboriginal and Torres Strait Islander cultural protocols, such as Welcome to Country and Acknowledgement of Country, to ensure there is a shared meaning	Review and update cultural protocol documents for Welcome to Country and Acknowledgement of Country	August 2021	Professional Research Officer/ Librarian
	Increase staff understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols	November 2020	Professional Research Officer/ Librarian Aboriginal Nurse Adviser
	Update list of key contacts for organising a Welcome to Country and maintaining respectful partnerships	September 2020	Professional Research Officer/ Librarian
	Identify and invite a Traditional Owner to provide a Welcome to Country to at least one significant event	July 2021	Executive Assistant (Biennial Conference)
	Include Acknowledgement of Country at the commencement of formal internal and external meetings of the ANMF	Ongoing Review July 2021	RAP WG Chair



Action	Deliverable	Timeline	Responsibility
7. Ensure ANMF communications and publications demonstrate respectful relationships and counter negative stereotypes across all ANMF communications	Regularly feature positive news stories in the quarterly Australian Nursing and Midwifery Journal (ANMJ) and on the ANMJ website, on: issues affecting Aboriginal and Torres Strait Islander health and the health care workforce; Aboriginal and Torres Strait Islander peoples, communities, and health outcomes; and, achievements of Aboriginal and Torres Strait Islander peoples in building healthy communities	January, April, July, October 2021, 2022	Journalist Digital and Social Media Officer
	Attract Aboriginal and Torres Strait Islander nurse and midwife member contributions to the ANMJ and other ANMF publications through personal contact at conferences and celebrations, and by working with Branches to identify potential contributors	September 2020, 2021	RAP WG Chair Journalist Professional Officer
8. Provide opportunities for Aboriginal and Torres Strait Islander staff to engage with cultures and communities by celebrating NAIDOC Week	Review HR policies and procedures to ensure there are no barriers to Aboriginal and Torres Strait Islander staff participating in NAIDOC Week	September 2020	RAP WG Chair
	Promote and encourage participation in external NAIDOC events to all staff	November 2020, July 2021, 2022	Professional Research Officer/ Librarian
	Support participation by Aboriginal and Torres Strait Islander staff in NAIDOC week activities	November 2020, July 2021, 2022	RAP WG Chair
	RAP Working Group to participate in an external NAIDOC Week event	November 2020, July 2021, 2022	RAP WG Chair



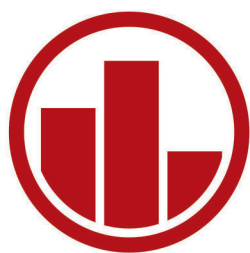
Opportunities

The ANMF takes and creates opportunities to ensure the health of Aboriginal and Torres Strait Islander peoples remains a clear focus of the national nursing and midwifery agenda. The ANMF will remind government and authorities involved in health and aged care of their responsibilities and commitment to providing opportunities to Aboriginal and Torres Strait Islander peoples, communities and organisations in achieving health equality between Aboriginal and Torres Strait Islander peoples and members of the broader community. This may incorporate learning and development opportunities which support pathways for Aboriginal and Torres Strait Islander peoples, including provision for experiences within our workplace, where possible.

Action	Deliverable	Timeline	Responsibility
9. Investigate opportunities to improve and increase Aboriginal and Torres Strait Islander employment outcomes within the ANMF Federal Office workplace	Develop and implement an Aboriginal and Torres Strait Islander employment, retention and professional development strategy	March 2021	RAP WG Chair
	Engage with existing Aboriginal and Torres Strait Islander staff to consult on employment strategies, including professional development	November 2020	RAP WG Chair
	Advertise all vacancies in Aboriginal and Torres Strait Islander media, such as CATSINaM online Jobs board and Koori Mail	September 2020	RAP WG Chair
	Collect information on our current Aboriginal and Torres Strait Islander staff to inform future employment opportunities	September 2020	RAP WG Chair
	Review human resources and recruitment procedures and policies to ensure there are no barriers to Aboriginal and Torres Strait Islander employees and future applicants participating in our workplace	September 2020	RAP WG Chair
	Include in all job advertisements, 'Aboriginal and Torres Strait Islander people are encouraged to apply'	September 2020	RAP WG Chair
	Increase the percentage of Aboriginal and Torres Strait Islander staff employed in our workforce	April 2022	RAP WG Chair



Action	Deliverable	Timeline	Responsibility
10. Investigate opportunities to incorporate Aboriginal and Torres Strait Islander supplier diversity within our organisation	Review procurement policies and procedures to remove barriers to Aboriginal and Torres Strait Islander businesses to supply our organisation with goods and services	September 2020	Finance Officer
	Develop an Aboriginal and Torres Strait Islander procurement strategy	November 2020	Professional Research Officer/ Librarian
	Investigate Supply Nation membership	November 2020	Professional Research Officer/ Librarian
	Develop and communicate to staff a list of Aboriginal and Torres Strait Islander businesses that can be used to procure goods and services	September 2020	Professional Research Officer/ Librarian
	Develop one commercial relationship with an Aboriginal and/or Torres Strait Islander business	March 2021	Finance Officer
	Increase the percentage of Aboriginal and Torres Strait Islander people/organisations whose services are engaged or contracted by ANMF Federal Office	March 2021	Finance Officer



Governance, tracking progress and reporting

The ANMF Federal Office RAP Working Group will be responsible for progressing this RAP. The RAP Working Group reports to the ANMF Federal Secretary who is responsible for, and will report on the RAP internally to members, ANMF Federal Executive and ANMF Federal Council; and, externally.

Action	Deliverable	Timeline	Responsibility
11. ANMF Federal Office RAP Working Group actively monitors RAP development and implementation of actions, tracking of progress and reporting	The ANMF RWG oversees the development, revision, and endorsement by Reconciliation Australia (RA), of the RAP	September 2020, 2021, 2022	RAP WG Chair Professional Research Officer/ Librarian
	Maintain, review and update Terms of Reference for the RAP Working Group (RWG)	July 2021, 2022	RAP WG Chair
	Maintain a permanent place for an ANMF member who is an Aboriginal and/or Torres Strait Islander nurse or midwife to the ANMF RWG	September 2020	RAP WG Chair
	Meet four times per year to monitor and report on RAP implementation	September 2020, 2021 December 2020, 2021 March 2021, 2022 July 2021, 2022	RAP WG Chair RAP WG members
12. Report RAP achievements, challenges and learnings to Reconciliation Australia	Complete and submit the RAP Impact Measurement Questionnaire to Reconciliation Australia annually	30 September 2020, 2021, 2022	RAP WG Chair Professional Research Officer/ Librarian
	Investigate participating in the RAP Barometer	May 2022	Professional Research Officer/ Librarian



Action	Deliverable	Timeline	Responsibility
13. Report RAP achievements, challenges and learnings internally and externally	Publically report ANMF RAP achievements, challenges and learnings through the Annual Report, ANMJ and website, and to Reconciliation Australia	September 2020, 2021	RAP WG Chair Senior Professional Officer Journalist Professional Research Officer/ Librarian
	Report RAP progress to all staff and elected officials quarterly	September 2020, 2021 December 2020, 2021 March, 2021, 2022 July 2021, 2022	RAP WG Chair Professional Research Officer/ Librarian
14. Provide appropriate support for effective implementation of RAP commitments	Define resource needs for RAP implementation	November 2020	Professional Research Officer/ Librarian
	Engage our elected officials and other staff in the delivery of RAP commitments	September 2020	RAP WG Chair
	Define and maintain appropriate systems to track, measure and report on RAP commitments	November 2020	RAP WG Chair Professional Research Officer/ Librarian
	Appoint and maintain an internal RAP Champion from our elected official	September 2020	RAP WG Chair
15. Review, refresh and update RAP	Review, refresh and update the RAP based on learnings, challenges and achievements	January 2022	RAP WG Chair
	Send draft revised RAP to Reconciliation Australia for formal feedback and endorsement	January 2022	RAP WG Chair

