

IHNA Reconciliation Action Plan (Connecting Together)



Institute of Health and
Nursing Australia

Legal entity: Health Careers
International Pty Ltd
ABN: 59 106 800 944
ACN: 106 800 944
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www.ihna.edu.au

IHNA: Innovate Reconciliation (*Connecting Together*) Action Plan of (March 2021 – March 2023)

Our vision for reconciliation (*Connecting Together*)

The Institute of Health & Nursing Australia (IHNA) wishes to work with and engage within our local Aboriginal and Torres Strait Islander communities to advocate with the Aboriginal and Torres Strait Islander peoples and their communities in a culturally sensitive and safe way. As a training organisation, we will develop partnerships with our local Aboriginal and Torres Strait Islander people and their communities as well as organisations that would share our common goal to work collaboratively in response to being more culturally safe and aware, which is part of APHRA’s health professionals’ roles and responsibilities to be culturally safe.

Our vision for reconciliation is for everyone to work together for mutual liberation.

These same principles are embedded in the charter of education concerning the teaching and recognition of Aboriginal and Torres Strait Islander knowledge.

Our business

The core business of IHNA is to deliver education and training that is responsive to the needs of the industry. IHNA has a focus on providing training in health-specific areas including nursing, counselling, mental health, and childcare. This training covers the spectrum of life from babies through to old age. It focuses on community care as well as caring in specialist centres such as Aged care and Palliative Care. In addition, IHNA offers courses in business and administration that support careers in the health industry.

IHNA employs 120 staff in Australia, across 7 campuses, located in Parramatta (Sydney), New South Wales; Perth, Western Australia; Heidelberg (Melbourne) and Melbourne CBD, Victoria. IHNA has its head office located in Rosanna (Melbourne), Victoria. IHNA is also a global education provider

with additional campuses located outside of Australia. IHNA's sphere of influence includes domestic and international students, educators, nursing and other healthcare professionals, aged care, hospital and other health-related facilities, regulatory bodies, member organisations and many more. Currently, IHNA employs one (1) Aboriginal and Torres Strait Islander people to provide training in this specialist area and is looking to increase employment of Aboriginal and/or Torres Strait Islander staff to also include support staff and other specialist staff, such as Early Child Care Educators shortly.

IHNA Reconciliation Action Plan

- ***Why is your organisation developing a RAP?***

IHNA has developed a Reconciliation Action Plan (RAP) to raise awareness regarding issues facing Aboriginal and Torres Strait Islanders in our organisation and our community as well as to form meaningful engagements and relationships. The RAP will allow IHNA to focus recruitment strategies that include Aboriginal and Torres Strait Islander people in promoting an authentic voice in our company and for our students. The RAP aims to promote an inclusive community at all IHNA campuses and to promote the cultural safety of all students and staff.

- ***Who champions your RAP internally?***

IHNA's Research and Innovation Coordinator, Nayana Babu SreeLatha and Communications and Public Relations Officer, Bodhi Darshanee Rai are the champions of the RAP. They will focus the organisation on organising events and raising awareness through cultural events and online training and presentations. Below is a list of other key personnel who are involved in the RAP Working Group. They consist of both internal and external participants.

- ***Who internally and externally is involved in your RAP Working Group (Job titles)?***

Ms Catherine Joustra – Senior Nurse Educator

Ms Navjot Chhina – Senior Nurse Educator

Ms Shali Bijo – Senior Nurse Educator

Ms Nayana Babu Sreelatha - Research and Innovation Coordinator

Ms Bodhi Darshanee Rai – Communications & Public Relations Officer

Ms Allison Heinritz - Educator

Dr Shisir Manandhar - Manager, Research and Innovation

Ms Natasha Jibu – Human Resources Manager

Mr Simon Schweigert – Chief Operations Officer

- ***Who from the Aboriginal and Torres Strait Islander community is part of your RAP Working Group? / How have you incorporated Aboriginal and Torres Strait Islander representation in your [RAP Working Group](#)?***

Allison Heinritz from Perth is part of the RAP Working Group. IHNA is also attempting to have more Aboriginal and Torres Strait Islander representation in the Working Group through different organisations including Koorie Service Centre at Melbourne Polytechnic.

- ***Optional: Does your organisation have an external Aboriginal and Torres Strait Islander Advisory Group?***

Relationships			
<p>IHNA is committed to providing a safe and inclusive environment for all IHNA students, staff and stakeholders, including Aboriginal and Torres Strait Islander Peoples. To achieve reconciliation, IHNA workforce needs to develop strong relationships with Aboriginal and Torres Strait Islander Peoples and Communities. We will work with our industry and business partners, to build and promote reconciliation together. By collaborating as a proud, passionate, and student-focused team, we can deliver culturally inclusive products and services. When programs and policies that affect the lives of Aboriginal and Torres Strait Islander Peoples are developed and implemented in genuine partnership, mutually beneficial outcomes are achieved. We seek to implement strategies that will assist Aboriginal and Torres Strait Islander Peoples in strengthening self-determination and thereby support IHNA as the education provider of choice.</p>			
<p>Focus area: <i>Optional: What key strategic direction of your business does Relationships align to?</i></p> <p>Engaging community: IHNA will work in partnership with Aboriginal and Torres Strait Islander staff, students, customers, and Communities to ensure a genuine understanding of their diverse cultural needs, to maximise their engagement in education and training pathways and employment opportunities.</p> <p>Business collaboration: By strengthening our business partnerships, IHNA can align courses and services with industry priorities, and understand employment trends to support our Aboriginal and Torres Strait Islander Communities in achieving self-determination.</p>			
Action	Deliverable	Timeline	Responsibility
1. Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Required: <ul style="list-style-type: none"> Meet with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement 	March 2022	Research and Innovation Coordinator and Communications & PR Officer

	<ul style="list-style-type: none"> • Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes. • Collaborate with RAP and other like-minded organisations to develop ways to advance reconciliation. 		
<p>4. Promote positive race relations through anti-discrimination strategies.</p>	<p>Required:</p> <ul style="list-style-type: none"> • Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions and future needs. • Develop, implement and communicate an anti-discrimination policy for our organisation. • Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to consult on our anti-discrimination policy • Educate senior leaders on the effects of racism 	<p>January 2022</p>	<p>HR Manager and Academic Director</p>

<p>6. Raise internal and external awareness of our RAP to promote reconciliation across our business and sector</p>	<p>Required:</p> <ul style="list-style-type: none"> • Develop and implement a strategy to communicate our RAP to all internal and external stakeholders. • Promote reconciliation through ongoing active engagement with all stakeholders. 	<p>November 2021 - March 2022</p>	<p>Academic Director Course Coordinators</p>
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Respect

When Aboriginal and Torres Strait Islander Peoples see that all Australian people understand and respect their Cultures, rights, and experiences, this will be a significant step towards reconciliation. IHNA operates on the principle that valuing Aboriginal and Torres Strait Islander Cultures and promoting Aboriginal and Torres Strait Islander Peoples' rights and interests, are integral to our core values: Innovation, Caring and Excellence. IHNA embeds a professional culture that demands that all their employees act professionally, with honesty and transparency, to act with purpose, to be accountable for their actions, and to treat all people fairly and with respect. IHNA values the skills, experiences, and Knowledge of Aboriginal and Torres Strait Islander Peoples; understands the wrongs of the past and the impacts they have had; recognises the strength, diversity, and richness of Aboriginal and Torres Strait Islander Cultures; and acknowledges and respects Aboriginal and Torres Strait Islander Peoples' connectedness to Country. IHNA is committed to ensuring these attributes are continuously respected, valued, and promoted in the delivery of all our services and products.

IHNA proudly respects Aboriginal and Torres Strait Islander People and their culture and history.

We demonstrate this through building culturally safe learning environments that acknowledge traditional ownership and connection of First Nations people to the Country. We take pride in celebrating Aboriginal and Torres Strait Islander history, culture and achievements.

Focus area:

Cultural safety: “A culturally safe and secure environment is one where our (Aboriginal and Torres Strait Islander) Peoples feel safe and draw strength in their Identity, Culture, and Community.” IHNA is committed to breaking down barriers to achieve Cultural understanding and responsiveness by embedding the voice of Aboriginal and Torres Strait Islander Peoples and Communities into the organisation’s vision, purpose, and values.

Action	Deliverable	Timeline	Responsibility
7. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights through cultural learning.	<ul style="list-style-type: none"> • Conduct a review of cultural learning needs within our organisation • Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors on the development and implementation of a cultural learning strategy. • Develop, implement, and communicate a cultural learning strategy for our staff. • Provide opportunities for RAP Working Group members, HR managers and other key leadership staff to participate in formal and structured cultural learning. 	November 2021 – January 2021	Academic Director and QA Director

<p>8. Engage employees in continuous cultural learning opportunities to increase understanding, appreciation and respect of Aboriginal and Torres Strait Islander cultures, histories, and achievements</p>	<p>Required:</p> <ul style="list-style-type: none"> • Develop and implement an Aboriginal and Torres Strait Islander cultural awareness training strategy for IHNA staff which defines cultural learning needs of employees in all areas of IHNA business and considers various ways cultural learning can be provided (online, face to face workshops or cultural immersion) this will be extended to students to also participate in. • Investigate opportunities to work with local Traditional Owners and/or Aboriginal and Torres Strait Islander consultants to develop cultural awareness training. <p><i>Optional:</i></p> <ul style="list-style-type: none"> • <i>Identify cultural learning requirements specific to our staff's training needs.</i> • <i>Promote the Reconciliation Australia's Share Our Pride online tool to all staff</i> • <i>Investigate local cultural experiences and immersion opportunities.</i> 	<p>January-March 2022</p>	<p>Academic Director and HR Manager</p>
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<p>9. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.</p>	<ul style="list-style-type: none"> • Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols. • Develop, implement and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country. • Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year. • Include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings. 	<p>April – June 2022</p>	<p>HR Department and Campus Managers (in each location)</p>
<p>10. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC week.</p>	<ul style="list-style-type: none"> • RAP Working Group to participate in an external NAIDOC Week event. • Provide opportunities for all Aboriginal and Torres Strait Islander staff to participate with their cultures and communities during NAIDOC Week. • Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week. 	<p>The first week in July 2022</p>	<p>HR Department</p>

11. Promote and celebrate significant dates	<ul style="list-style-type: none"> Celebrate and recognise Aboriginal and Torres Strait Islander dates of significance. Connecting with local organisations where our campuses are situated to notify us of upcoming events that are significant to them or our local Council of upcoming events from their websites or local Aboriginal organisations websites. 	August- September 2022	Research and Innovation Team
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Opportunities

IHNA aims at creating innovative and inclusive solutions to ensure that we are a leading education and training provider, especially in the healthcare domain, the provider that Aboriginal and Torres Strait Islander students love to study at, and to become an education provider where Aboriginal and Torres Strait Islander Peoples want to work. In developing and implementing culturally appropriate, partnership-centred services that uphold the unique rights of Aboriginal and Torres Strait Islander Peoples, IHNA will create a culturally safe environment where Aboriginal and Torres Strait Islander Peoples can participate equally and respectfully, to further their education and training needs. By recognising, understanding, and leveraging diversity, while also valuing and respecting the expertise of our employees, IHNA will develop opportunities that improve organisational health and support the positive engagement of our people. This will help to provide enjoyable, challenging, and rewarding careers for all employees - including Aboriginal and Torres Strait Islander Peoples - and create a highly productive, highly skilled, customer-focused, and engaged workforce that is supportive, collaborative, and is valued for their contributions.

Focus area:

Students: Engage, enrol, support, and success – IHNA is committed to ensuring it is the education provider that is loved by Aboriginal and Torres Strait Islander Peoples and Communities. IHNA is committed to supporting students in studying for their chosen qualifications and in graduating successfully.

Employment: Attract, recruit, retain, and develop – IHNA is committed to ensuring it is an employer where Aboriginal and Torres Strait Islander Peoples and Communities love to work.

Action	Deliverable	Timeline	Responsibility
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<p>12. Investigate opportunities to improve and increase Aboriginal and Torres Strait Islander employment outcomes within our Institute and workplace</p>	<p>Required:</p> <ul style="list-style-type: none"> • Collect information on our current Aboriginal and Torres Strait Islander staff to inform future employment opportunities. • Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities. • Develop and implement an Aboriginal and Torres Strait Islander Employment and Retention strategy. • Engage with existing Aboriginal and Torres Strait Islander staff to consult on employment strategies, including professional development. • Advertise all vacancies in Aboriginal and Torres Strait Islander media. • Review HR and recruitment procedures and policies to ensure there are no barriers for Aboriginal and Torres Strait Islander employees and future applicants participating in our workplace in the various locations of our campuses. • Increase the percentage of Aboriginal and Torres Strait Islander staff employed in our workforce. <p>Optional:</p> <ul style="list-style-type: none"> • <i>Develop an Aboriginal and Torres Strait Islander professional development strategy.</i> 	<p>December-January 2022</p>	<p>HR Department</p>
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	<ul style="list-style-type: none"> • <i>Include Aboriginal and/or Torres Strait Islander representation on recruitment and selection panels.</i> • <i>Include in all job advertisements, 'Aboriginal and Torres Strait Islander people are encouraged to apply.'</i> • <i>Engage with external Aboriginal and Torres Strait Islander peoples and/or consultants to advise on recruitment, employment and retention strategies, including professional development.</i> • <i>Develop and implement Aboriginal and Torres Strait Islander employment pathways (e.g., traineeships or internships).</i> 		
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<p>13. Investigate opportunities to incorporate Aboriginal and Torres Strait Islander supplier diversity within our organisation to support improved economic and social outcomes.</p>	<p>Required:</p> <ul style="list-style-type: none"> • Review and update procurement policies and procedures to ensure there are no barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses. • Develop and communicate to staff a list of Aboriginal and Torres Strait Islander businesses that can be used to procure goods and services. • Develop at least one commercial relationship with an Aboriginal and/or Torres Strait Islander owned business. • Investigate Supply Nation membership. <p>Optional:</p> <ul style="list-style-type: none"> • Develop and pilot an Aboriginal and Torres Strait Islander procurement strategy. • Investigate opportunities to partner with your local Indigenous Chamber of Commerce. 	<p>February-March 2022</p>	<p>Academic Board</p>
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<p>14. Include other unique opportunities actions related to your core business and vision for reconciliation.</p>	<p>Suggestions:</p> <ul style="list-style-type: none"> • Recruit an Aboriginal and Torres Strait Islander RAP Manager • Recruit an Aboriginal and Torres Strait Islander HR advisor • Develop an Aboriginal and Torres Strait Islander professional mentoring network. • Develop a cultural mentoring network for existing staff and managers. • Investigate opportunities to increase pro bono activities. • Support scholarships for Aboriginal and Torres Strait Islander students. • Support Aboriginal and Torres Strait Islander staff to be able to develop in areas that staff want to build skills and training to further their career. 	<p>August - November 2022</p>	<p>HR Department</p>
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Governance, tracking progress and reporting			
Action	Deliverable	Timeline	Responsibility
15. Establish and maintain an effective RAP Working group (RWG) to drive governance of the RAP.	<ul style="list-style-type: none"> Maintain Aboriginal and Torres Strait Islander representation on the RWG. Establish and apply Terms of Reference for the RWG. Meet at least four times per year to drive and monitor RAP implementation. 		
16. Report RAP achievements, challenges, and learnings to Reconciliation Australia	<p>Required:</p> <ul style="list-style-type: none"> Complete and submit the RAP Impact Measurement Questionnaire to Reconciliation Australia annually as well as get feedback from any local organisations of supportive letter of participation and MOU which may be developed over time. Investigate participating in the RAP Barometer. <p><i>Optional:</i></p> <ul style="list-style-type: none"> Develop and implement systems and capability needs to track, measure and report on RAP activities. 	30 January 2022 [Biennially]	Academic Director
17. Report RAP achievements, challenges and learnings internally and externally	<p>Required:</p> <ul style="list-style-type: none"> Publicly report our RAP achievements, challenges and learnings. 	Yearly	Reconciliation Working Group

15. Review, refresh and update RAP	<p>Required:</p> <ul style="list-style-type: none"> • Liaise with the Aboriginal working party as well as Reconciliation Australia to develop a new RAP based on learnings, challenges and achievements. • Send draft RAP to Reconciliation Australia for review and feedback and also send copies to the working party to get comments and recommendations. • Submit draft RAP to Reconciliation Australia for formal endorsement. 	[six months before RAP expiry date]	Academic Director
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Contact details *Include contact details for public enquiries about your RAP*

Name: Dr Shisir Manandhar

Position: Academic Director

Email: shisir@hci.edu.au

Phone: 03 9455 4419