

# REFLECT

## RECONCILIATION ACTION PLAN

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St Vincent de Paul Society Canberra/Goulburn

February 2024 – February 2025



St Vincent de Paul Society  
CANBERRA/GOULBURN  
*good works*



RECONCILIATION  
ACTION PLAN  
REFLECT

## The 2024–25 RAP Working Group

<b>Cynthia Thomas</b>	Human Resources Business Partner, People & Culture
<b>Joanna Bragg</b>	Youth Liaison Officer, Migrant & Refugee Program
<b>Kwadwo Owusu</b>	Coordinator, Social Justice & Policy, Secretariate
<b>Kym Duggan</b>	President, Territory Council and Social Justice Committee Chair
<b>Phillip Jones</b>	Director, Fundraising, Marketing & Communications, Chair
<b>Siobhan Sweeney</b>	Manager, Conference Support
<b>Travis Ngatuere</b>	Manager, Youth & Young Adults Program

## Acknowledgement of Country

We acknowledge Aboriginal and Torres Strait Islander peoples, as the Traditional Custodians of this land, with deep respect. May Elders, past, present and emerging, be blessed and honoured. May we join together and build a future based on compassion, justice, hope, faith, and reconciliation.

## Message from our President & Chief Executive Officer

**Since we introduced our first Reconciliation Action Plan (RAP) in 2021, the St Vincent de Paul Society Canberra/Goulburn (the Society) has taken many practical and culturally appropriate steps towards strengthening our relationships with and support for Aboriginal and Torres Strait Islander peoples in the communities we serve.**

We have provided Aboriginal and Torres Strait Islander cultural awareness training to our staff and have made clear through information and communication materials, the six traditional nations on which we serve. We have supported key events like NAIDOC and Reconciliation Weeks locally and engaged with First Nations organisations for the first time. We have also incorporated statements of respect and acknowledgement in our daily work.

In this RAP, we build on the work of the first Plan. We are introducing some additional initiatives to deepen our understanding, skills and capabilities as Members, Volunteers and Employees. We are committed to ensuring that the Society has the knowledge, connections to community and the best skills to serve the needs of Aboriginal and/or Torres Strait Islander people in our region.

We know well about the material hardship experienced by Aboriginal and/or Torres Strait Islander people. They are over-represented in almost every social and economic disadvantage indicator, with high imprisonment rates, lower life expectancy, poorer health, education, and employment. We see this reflected in our front line services.

Nationally and locally, the Society listens to Aboriginal and Torres Strait Islander peoples, and supports them in their efforts to take ownership and responsibility for the challenges that they face, and works constructively with Governments from any political party to develop the laws and policies needed to ‘Close the Gap’. It is in that broader context that this plan aims to make practical progress in our work and understanding.

This Plan provides us with a roadmap to build a deeper respect and understanding alongside stronger skills over the next 12 months, so that we may better serve our companions with the Vincentian values of respect, advocacy and compassion.

We thank the RAP Working Group and the Social Justice Advocacy Committee for their commitment to develop this important Plan.

We encourage you to read this document, look for opportunities to support it and bring it to life in your work.



**Kym Duggan,**  
*Territory Council President, St Vincent de Paul Society Canberra/Goulburn*



**Lucy Hohnen,**  
*Chief Executive Officer, St Vincent de Paul Society Canberra/Goulburn*

## Statement from CEO of Reconciliation Australia

**Reconciliation Australia congratulates St Vincent de Paul Society Canberra-Goulburn on continuing its reconciliation journey by formally endorsing St Vincent de Paul Society Canberra-Goulburn's second Reflect Reconciliation Action Plan (RAP).**

Through this plan, St Vincent de Paul Society Canberra-Goulburn continues to play an important role in a network of more than 2,500 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 3 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 continues the journey and primes 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 to increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.

This Reflect RAP enables St Vincent de Paul Society Canberra-Goulburn 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 steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations St Vincent de Paul Society Canberra-Goulburn on your second Reflect RAP, and I look forward to following your continuing reconciliation journey.



**Karen Mundine**  
**Chief Executive Officer,**  
**Reconciliation Australia**

## Artist Acknowledgement

**Proud Ngunnawal and Ngambri man, Budda Connors, has designed the artwork 'Caring of others' for the St Vincent de Paul Society Canberra/Goulburn.**

Raised in Yass and with a growing family of his own, Budda is dedicated to helping others, working as a mental health worker with the Gugan Gulwan Youth Aboriginal Corporation and volunteering on the side with multiple community initiatives.

His extensive community involvement also extends to his family, with his son Damon volunteering at a Vinnies centre for the last five years.

However, it is Budda's knack for storytelling through art, as learned from watching his Uncle Des over many years, that has developed his status as a local artist.

Budda's work reflects on Vinnies Canberra/Goulburn's place — both geographically and culturally.

As described by Budda:

*The large circle represents both Ngambri and Ngunnawal peoples.*

*The smaller circles represent our neighbouring nations: Wiradjuri, Yuin, Ngarigo, Gundungurra and Walgalu.*



*The dotted painting that looks like mountains represents the Brindabellas.*

*The background is the ancestors of our neighbouring nations and the lines represent the Murrumbidgee.*

**Instagram: @buddas\_indigenous\_art**

## Our Business

**The St Vincent de Paul Society Canberra/Goulburn (the Society) is a lay Catholic organisation that aspires to live the gospel message by serving Christ in the poor with love, respect, justice, hope, joy, and by working to shape a more just and compassionate Society. The Society aspires to be recognised as a caring Catholic charity offering a hand up to people in need. We do this by respecting their dignity, sharing our hope, and encouraging them to take control of their own destiny.**

Since 1890, the Society has supported communities across a diverse region, which includes the Australian Capital Territory (ACT) and surrounding southern and western regional areas of New South Wales (NSW). Our diverse network of members and volunteers serve Aboriginal and/or Torres Strait Islander peoples on the lands of the Gundungurra, Ngarigo, Ngunnawal, Walgalu, Wiradjuri and Yuin.

Our core values which drive our program delivery are:

- **Commitment** - Loyalty in service to our mission, vision, and values.
- **Compassion** - Welcoming and serving all with understanding and without judgement.
- **Respect** - Service to all regardless of creed, ethnic or social background, health, gender, or political opinions.
- **Integrity** - Promoting, maintaining, and adhering to our mission, vision, and values.

- **Empathy** - Establishing relationships based on respect, trust, friendship, and perception.
- **Advocacy** - Working to transform the causes of poverty and challenging the causes of human injustice.
- **Courage** - Encouraging spiritual growth, welcoming innovation, and giving hope for the future.

As of July 2023, we deliver 25 programs and services and operate 27 Centres across our region. The Society delivers an emergency relief support service through a network of 232 employees, 1133 volunteers and 526 members in 46 Conferences, giving a hand up to those in need across our region. The Society has no formal mechanism in place to identify Members, Volunteers and Employees who identify as Aboriginal and/or Torres Strait Islander person. Members, Volunteers and Employees voluntarily identify themselves culturally. Currently no one has self-identified as an Aboriginal and/or Torres Strait Islander person.

A dedicated team of professional staff provide specialist support through our community inclusion, housing, and homelessness programs. Through our Social Justice Committee, the Society adds its voice to the ongoing policy reform campaigns that seek to address the systematic issues that make some members of our community experience vulnerability in their daily living.

## Our Reconciliation Action Plan

**In the implementation of its first Reflect RAP (July 2021 – July 2022), the Society began a journey of reflection, education and setting in place practical steps towards reconciliation.**

Our focus and commitment to reconciliation is borne out of a deep recognition to respect Aboriginal and Torres Strait Islander cultures and communities where we deliver our programs and services. We believe in Aboriginal and Torres Strait Islander peoples leading the conversation about their challenges, needs and delivering solutions within their communities.

This second iteration of the Reflect RAP seeks to deepen our understanding of Aboriginal and Torres Strait Islander cultures in the areas we operate. The opportunities to further develop the capacity and capabilities of both our internal and external stakeholders will become the key focus of this RAP. It hopes to achieve this through practical action by enabling our Members, Volunteers and Employees to deliver the good works of the Society to our Aboriginal and/or Torres Strait Islander companions using enhanced capabilities and knowledge.

Our goal is to ensure that we cultivate a practical partnership based on respect. We will walk alongside Aboriginal and/or Torres Strait Islander companions and advocate for positive social and economic change as a Society.

The Vincentian Rule commits us to serve those in need regardless of creed, ethnic or social background, health, gender, or political opinion.

As a lay Catholic organisation, the Society approaches reconciliation from the core message of the Gospel which is embedded in love and forgiveness.

*“Vincentians endeavour to establish relationships based on trust and friendship. Conscious of their own frailty and weakness, their hearts beat with the heartbeat of the poor. They do not judge those they serve, rather they seek to understand them as they would a brother or sister.” The RULE (page 16)*

The various teams across the Society will be encouraged to engage with the process and to develop innovative action plans to integrate the broader deliverables of this RAP into their work.

The RAP has been developed by the RAP Working Group (RWG), reflecting the unique composition of the Society with representation from members and staff. The RWG will also receive support and guidance from an Aboriginal and Torres Strait Islander Cultural Advisor. The RWG will continue to monitor and evaluate the progress of the RAP and report to the Social Justice Committee, the Executive Leadership Team, and the Territory Council regarding its implementation on a regular basis.

The Society has designated the Director of Fundraising, Marketing & Communications as its RAP Champion. He is responsible for driving and championing internal engagement and awareness of the RAP. He will work in collaboration with the RWG, the Executive Leadership Team and the Territory Council.

## Our Reconciliation Journey to Date

**Our first RAP was developed with advice from Cultural Advisor, Patrice Soward, CEO Soward Consultancy. In addition to delivering on the majority of the previous RAP deliverables, the Society has undertaken the following activities.**

- Researched best practices and policies around race relations, anti-discrimination and reflected it in the Society's new Enterprise Agreement.
- Incorporated cultural awareness into the employee's engagement surveys and in mandatory online training systems for all members and volunteers.
- Commissioned RAP artwork by Ngunnawal/Ngambri artist Budda Connors with a Licensing Agreement.
- Created RAP focused pull up banners.
- Executive Team and staff participated in NAIDOC and National Reconciliation Weeks external and internal activities.
- Incorporated in person Welcome to Country by Local Elders at important events such as the Vinnies CEO Sleepout and the Tumut Store openings.
- Incorporated elements of RAP commissioned artwork across online resources, all publications, staff uniforms and store signages.
- Created elements of RAP commissioned artwork wraps on two fleet vehicles acknowledging the artist.
- Published social media posts in support of National Aboriginal and Islanders Day Observance Committee (NAIDOC) Week, National Reconciliation Week, Closing the Gap, and other RAP related topics.
- Shared information internally to staff on NAIDOC and National Reconciliation Weeks.

- Participated in Reconciliation Australia RAP Network.
- Re-established the Social Justice Committee.
- Re-established RAP Working Group Committee.
- Appointed a full time Social Justice Coordinator.
- Conducted a Diversity & Inclusion Pulse Survey to assess the ethnic diversity of staff.
- Introduced Aboriginal and Torres Strait Islander Inclusion and Cultural Safety as part of new staff induction.
- Commenced advertising roles in Aboriginal and Torres Strait Islander job boards.

Some of the challenges the Society faced in the implementation of its first Reflect includes:

- Difficulties in having members, volunteers and employees self-identify as Aboriginal and/or Torres Strait Islander persons.
- Coordination challenges due to the Social Justice and Policy Coordinator role being vacant for a significant period.
- Increased demand for our services post COVID-19 lockdown routines and in the subsequent cost of living crisis has increased the pressure on our staff and volunteers.

The learnings informing our next steps include:

- Recognition of the need to devise a cost effective way and expand the cultural awareness training to the volunteer base of the Society particularly in the new regional areas of our operation.
- Prioritizing institutional partnership and relationship building with Aboriginal and Torres Strait Islander Controlled Organisations who are active in the Society's areas of operation.

## Our Partnerships/Current activities

**Member of the Canberra based ACT Council of Social Service (ACTCOSS) Reconciliation Network):**

- The Society participates in reconciliation network meetings hosted by ACTCOSS. This network provides opportunity for community sector organisation to share and learn from their respective reconciliatory journeys. It serves as a platform to connect, and to explore avenues of inter-organisational collaboration.

**Canberra Community-Sector NAIDOC week event:**

- The Society, in collaboration with community sector organisations such as Gulanga Program, Tuggeranong Arts Centre, The Smith Family, Libraries ACT, Karralika, ACTCOSS etc, organised a community sector event to celebrate the 2023 NAIDOC week in Canberra.

**Rolled out a 'Know Your Country' education piece:**

- The Society researched and developed an educational piece to build awareness and understanding of our Members, Volunteers and Employees about the Six Aboriginal Countries we work on. This was circulated on all our communication channels.

**Celebrating Aboriginal and Torres Strait Islander Languages:**

- The Society added Ngunnawal language courtesy "Dhjan Yimaba" (Thank you) and "Yuma" (Hello) to staff emails. This has been incorporated into our formal statements as well.

**Provided Aboriginal and Torres Strait Islander cultural awareness training:**

- Facilitated and delivered in person by Coolamon Advisors, the Society trained staff to understand and appreciate the cultural sensitivity issues in the delivery of our mandate.

**Acknowledgement of Country:**

- Developed and provided a personalised Acknowledgement of Country for the Society. This has been incorporated for all meetings, displayed on our website and part of our email signature.



# RELATIONSHIPS

## ACTION 1

Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.

DELIVERABLE	TIMELINE	RESPONSIBILITY
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<b>1.1</b> Develop a set of guiding principles to inform the Society’s engagement plan with Aboriginal and Torres Strait Islander communities in consultation with relevant Aboriginal and Torres Strait Islander organisations.	November, 2024	• Director, Community Engagement & Youth Programs
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<b>1.2</b> Continue to research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.	February, 2024	• Director, Community Engagement & Youth Programs
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<b>1.3</b> Continue to manage a list of Aboriginal and Torres Strait Islander community organisations and stakeholders relevant to the Society’s operations.	February, 2024	• Director, Community Engagement & Youth Programs
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## ACTION 2

Build relationships through celebrating National Reconciliation Week (NRW).

DELIVERABLE	TIMELINE	RESPONSIBILITY
<b>2.1</b> Continue to circulate Reconciliation Australia's NRW resources and reconciliation materials to our Members, Volunteers and Employees.	May, 2024	<ul style="list-style-type: none"><li>• Director, People &amp; Culture</li></ul>
<b>2.2</b> RAP Working Group members and Executive team to participate in an external NRW event.	May - June, 2024	<ul style="list-style-type: none"><li>• Director, Fundraising, Marketing &amp; Communications</li></ul>
<b>2.3</b> Coordinate and continue encouraging Members, Volunteers and Employees' participation in NRW external events.	May - June, 2024	<ul style="list-style-type: none"><li>• Director, People &amp; Culture</li></ul>
<b>2.4</b> Organise an internal event for NRW.	May, 2024	<ul style="list-style-type: none"><li>• Director, People &amp; Culture</li></ul>

## ACTION 3

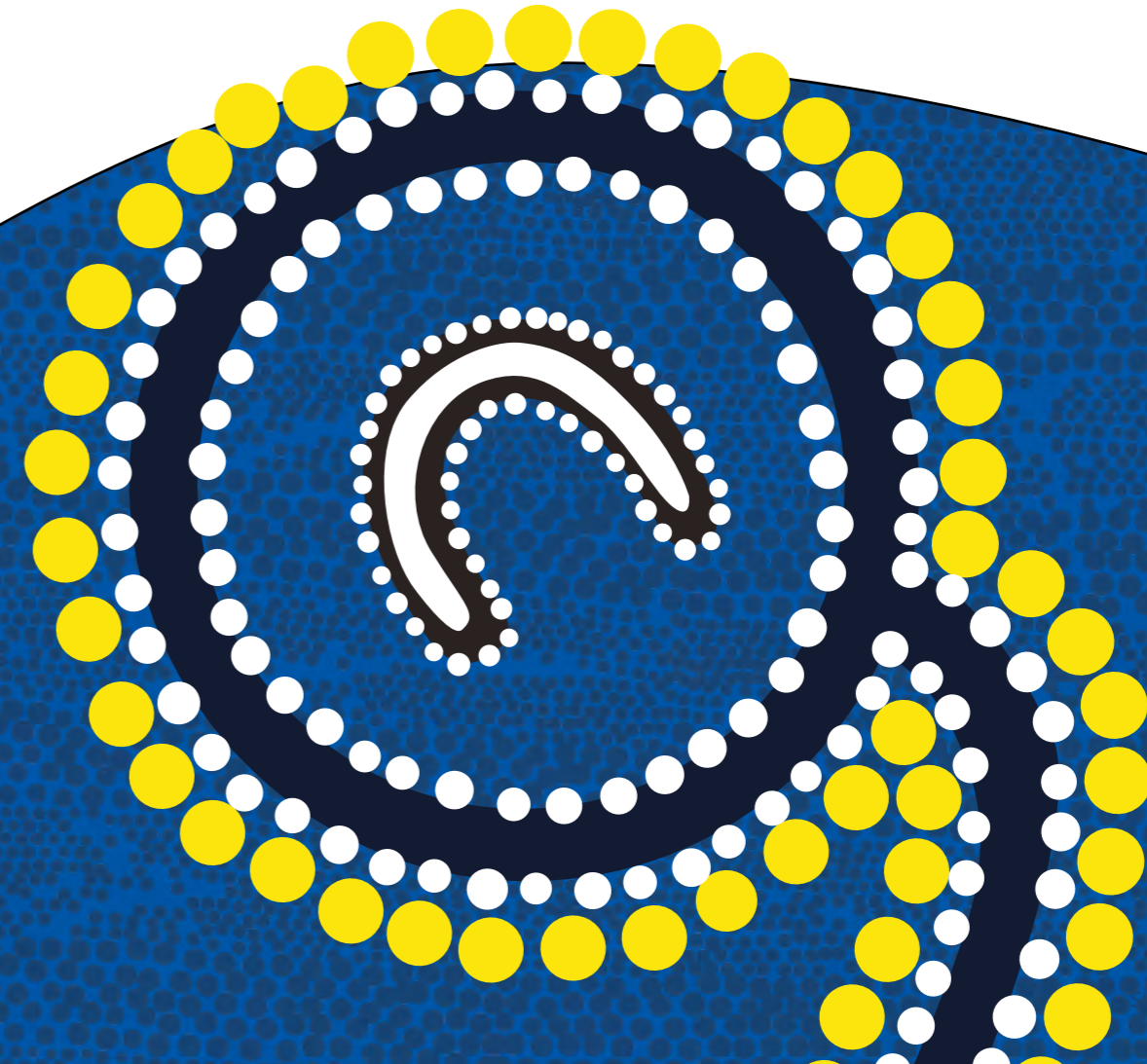
Promote reconciliation through our sphere of influence.

DELIVERABLE	TIMELINE	RESPONSIBILITY
<b>3.1</b> Communicate our commitment to reconciliation to all internal and external stakeholders.	May, 2024	<ul style="list-style-type: none"><li>• CEO</li></ul>
<b>3.2</b> Identify external stakeholders that our organisation can engage with on our reconciliation journey.	April, 2024	<ul style="list-style-type: none"><li>• Social Justice &amp; Policy Coordinator</li></ul>
<b>3.3</b> Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.	February, 2024	<ul style="list-style-type: none"><li>• Social Justice &amp; Policy Coordinator</li></ul>

## ACTION 4

Promote positive race relations through anti-discrimination strategies.

DELIVERABLE	TIMELINE	RESPONSIBILITY
<b>4.1</b> Continue to develop culturally appropriate messages for display in all the Society's shops & offices.	March, 2024	<ul style="list-style-type: none"><li>• Director, People &amp; Culture</li></ul>
<b>4.2</b> Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	July, 2024	<ul style="list-style-type: none"><li>• Director, People &amp; Culture</li></ul>
<b>4.3</b> Create collateral for display in the Society's shops and offices outlining our policies relevant to race-related grievances and incidents.	April, 2024	<ul style="list-style-type: none"><li>• Director, Fundraising, Marketing &amp; Communications</li></ul>







# RESPECT

## ACTION 5

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

DELIVERABLE	TIMELINE	RESPONSIBILITY
5.1 Commit to increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights within the Society.	October, 2024	<ul style="list-style-type: none"> <li>Director, Fundraising, Marketing &amp; Communications</li> </ul>
5.2 Upload learning and educational resources on our internal and external communication channels for Members, Volunteers and Employees to learn more about Aboriginal and Torres Strait Islander cultures.	November, 2024	<ul style="list-style-type: none"> <li>Director, People &amp; Culture</li> </ul>
5.3 Continue to increase opportunities for face to face and online cultural awareness training for all Members, Volunteers and Employees.	August, 2024	<ul style="list-style-type: none"> <li>Director, People &amp; Culture</li> </ul>

## ACTION 6

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

DELIVERABLE	TIMELINE	RESPONSIBILITY
<b>6.1</b> Continue to develop an understanding of the Local Traditional Owners or Custodians of the lands and waters within the Society's operational areas.	April, 2024	<ul style="list-style-type: none"> <li>Social Justice &amp; Policy Coordinator</li> </ul>
<b>6.2</b> Continue the practice of inviting a Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.	June, 2024	<ul style="list-style-type: none"> <li>Director, Fundraising, Marketing &amp; Communications</li> </ul>
<b>6.3</b> Continue to increase opportunities for Members, Volunteers and Employees to understand the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	September, 2024	<ul style="list-style-type: none"> <li>Social Justice &amp; Policy Coordinator</li> </ul>
<b>6.4</b> Demonstrate evidence of the Society's commitment to reconciliation and Acknowledgment of Traditional Custodians through visual displays in retail centres, offices, and services.	February, 2024	<ul style="list-style-type: none"> <li>Director, Fundraising, Marketing &amp; Communications</li> </ul>

## ACTION 7

Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.

DELIVERABLE	TIMELINE	RESPONSIBILITY
<b>7.1</b> Continue to raise awareness and share information amongst our Members, Volunteers and Employees about the meaning of NAIDOC Week.	June, 2024	<ul style="list-style-type: none"> <li>Social Justice &amp; Policy Coordinator</li> </ul>
<b>7.2</b> Introduce more Members, Volunteers and Employees to NAIDOC Week by promoting external events in our local areas and encouraging attendance.	June, 2024	<ul style="list-style-type: none"> <li>Social Justice &amp; Policy Coordinator</li> </ul>
<b>7.3</b> Continue to support the RAP Working Group and Executive Team participation in external NAIDOC Week events.	July, 2024	<ul style="list-style-type: none"> <li>Social Justice &amp; Policy Coordinator</li> </ul>
<b>7.4</b> Explore opportunities to be actively involved in organising the ACT community sector NAIDOC week events.	May, 2024	<ul style="list-style-type: none"> <li>Social Justice &amp; Policy Coordinator</li> </ul>



# OPPORTUNITIES

## ACTION 8

Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.

### DELIVERABLE

### TIMELINE

### RESPONSIBILITY

**8.1** Continue to review the current number of Aboriginal and/or Torres Strait Islander Members, Volunteers and Employees to inform future recruitment, induction and ongoing training and support.

December, 2024

• Director, People & Culture

**8.2** Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation.

May, 2024

• Director, People and Culture

**8.3** Publish and advertise vacancies in Aboriginal and Torres Strait Islander media as part of the recruitment process.

January, 2025

• Director, People and Culture

**8.4** Develop and ensure the Diversity Policy of the Society includes a cultural safety plan.

April, 2024

• Director, People and Culture

**8.5** Continue to ensure HR policies and position descriptions are culturally appropriate.

December, 2024

• Director, People and Culture

## ACTION 9

Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.

DELIVERABLE	TIMELINE	RESPONSIBILITY
<b>9.1</b> Develop a list of Aboriginal and Torres Strait Islander suppliers for procurement purposes.	August, 2024	<ul style="list-style-type: none"> <li>Chief Financial Officer</li> </ul>
<b>9.2</b> Communicate to Members, Volunteers and Employees a list of Aboriginal and Torres Strait Islander owned businesses to explore procurement opportunities for goods and services.	September, 2024	<ul style="list-style-type: none"> <li>Chief Financial Officer</li> </ul>
<b>9.3</b> Develop commercial relationships with Aboriginal and Torres Strait Islander businesses.	November, 2024	<ul style="list-style-type: none"> <li>Director, Commercial Operations</li> </ul>
<b>9.4</b> Ensure that procurement opportunities are shared with Aboriginal and Torres Strait Islander businesses.	March, 2024	<ul style="list-style-type: none"> <li>Chief Financial Officer</li> </ul>

## ACTION 10

Improve level and quality of service provision to Aboriginal and Torres Strait Islander peoples.

DELIVERABLE	TIMELINE	RESPONSIBILITY
<b>10.1</b> Report on the current level of service provision and participation of Aboriginal and Torres Strait Islander peoples to the Board through the Social Justice & Policy Coordinator.	August, 2024	<ul style="list-style-type: none"> <li>Social Justice &amp; Policy Coordinator</li> </ul>
<b>10.2</b> Provide 6 monthly reports to the Territory Council on engagement rates of Aboriginal and Torres Strait Islander peoples across our services through the Social Justice & Policy Coordinator.	July, 2024 January, 2025	<ul style="list-style-type: none"> <li>Social Justice &amp; Policy Coordinator</li> </ul>
<b>10.3</b> Investigate the feasibility of establishing a special Conference of Aboriginal and Torres Strait Islander members to identify the needs of and co-ordinate the delivery of the Society's services and programs to Aboriginal and Torres Strait Islander peoples.	February, 2024	<ul style="list-style-type: none"> <li>Manager, Conference Support</li> </ul>

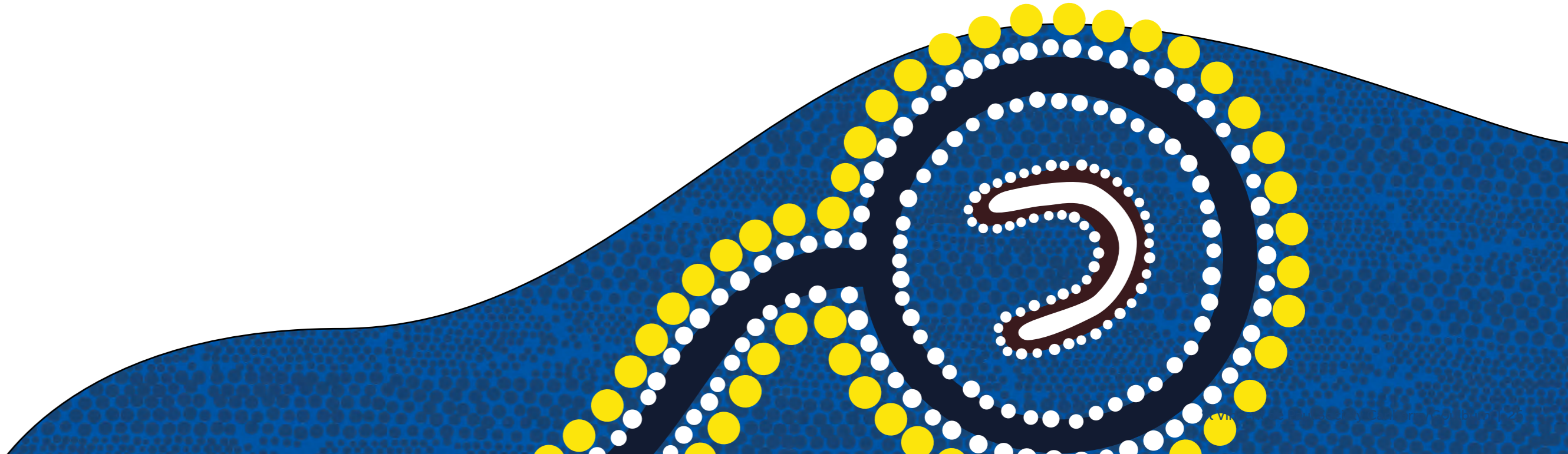
## ACTION 10

Improve level and quality of service provision to Aboriginal and Torres Strait Islander peoples.

DELIVERABLE	TIMELINE	RESPONSIBILITY
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<b>10.4</b> Increase volunteering opportunities for Aboriginal and Torres Strait Islander peoples in our shops and offices.	March, 2024	<ul style="list-style-type: none"><li>• Director, People &amp; Culture</li></ul>
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<b>10.5</b> Create opportunities for feedback on service delivery and engagement of Aboriginal and Torres Strait Islander communities.	December, 2024	<ul style="list-style-type: none"><li>• Director, Fundraising, Marketing &amp; Communications</li></ul>
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# GOVERNANCE

## ACTION 11

Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.

DELIVERABLE	TIMELINE	RESPONSIBILITY
<b>11.1</b> Maintain RWG that includes representation from across the Society including Members, Volunteers and Employees.	February, 2024	<ul style="list-style-type: none"><li>• Director, Fundraising, Marketing &amp; Communications</li></ul>
<b>11.2</b> Draft a Terms of Reference for the RWG.	February, 2024	<ul style="list-style-type: none"><li>• Social Justice &amp; Policy Coordinator</li></ul>
<b>11.3</b> Establish Aboriginal and/or Torres Strait Islander representation on the RWG.	February, 2024	<ul style="list-style-type: none"><li>• Director, Fundraising, Marketing &amp; Communications</li></ul>

## ACTION 12

Provide appropriate support for effective implementation of RAP commitments.

DELIVERABLE	TIMELINE	RESPONSIBILITY
<b>12.1</b> Appoint a Senior leader to champion our RAP internally.	February, 2024	<ul style="list-style-type: none"> <li>CEO</li> </ul>
<b>12.2</b> Engage the Territory Council, the Board and the Executive Leadership Team in the delivery of the RAP commitments.	February, 2024 April, 2024	<ul style="list-style-type: none"> <li>Director, Fundraising, Marketing &amp; Communications</li> </ul>
<b>12.3</b> Define appropriate systems and capability to track, measure and report on RAP commitments.	February, 2024	<ul style="list-style-type: none"> <li>Director, Fundraising, Marketing &amp; Communications</li> </ul>
<b>12.4</b> Define resources required for RAP implementation.	February, 2024	<ul style="list-style-type: none"> <li>Director, Fundraising, Marketing &amp; Communications</li> </ul>
<b>12.5</b> The RWG meets quarterly to monitor the implementation and progress of each RAP.	February, 2024 May, 2024 August, 2024 November, 2024	<ul style="list-style-type: none"> <li>Social Justice &amp; Policy Coordinator</li> </ul>

## ACTION 13

Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.

DELIVERABLE	TIMELINE	RESPONSIBILITY
<b>13.1</b> Update Members, Volunteers and Employees on the progress of our RAP and our ongoing commitment to reconciliation through our newsletter, website, and intranet.	May, 2024 August, 2024 November, 2024	<ul style="list-style-type: none"> <li>Director, Fundraising, Marketing &amp; Communications</li> </ul>
<b>13.2</b> Oversee the progress and implementation of the RAP by reporting updates to the Executive Leadership Team quarterly.	May, 2024 August, 2024 November, 2024	<ul style="list-style-type: none"> <li>Director, Fundraising, Marketing &amp; Communications</li> </ul>
<b>13.3</b> 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.	June, 2024	<ul style="list-style-type: none"> <li>Social Justice &amp; Policy Coordinator</li> </ul>
<b>13.4</b> Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Survey.	August, 2024	<ul style="list-style-type: none"> <li>Social Justice &amp; Policy Coordinator</li> </ul>
<b>13.5</b> Complete and submit the annual RAP Impact Survey to Reconciliation Australia.	September, 2024	<ul style="list-style-type: none"> <li>Social Justice &amp; Policy Coordinator</li> </ul>

## ACTION 14

Continue our reconciliation journey by developing our next RAP.

### DELIVERABLE

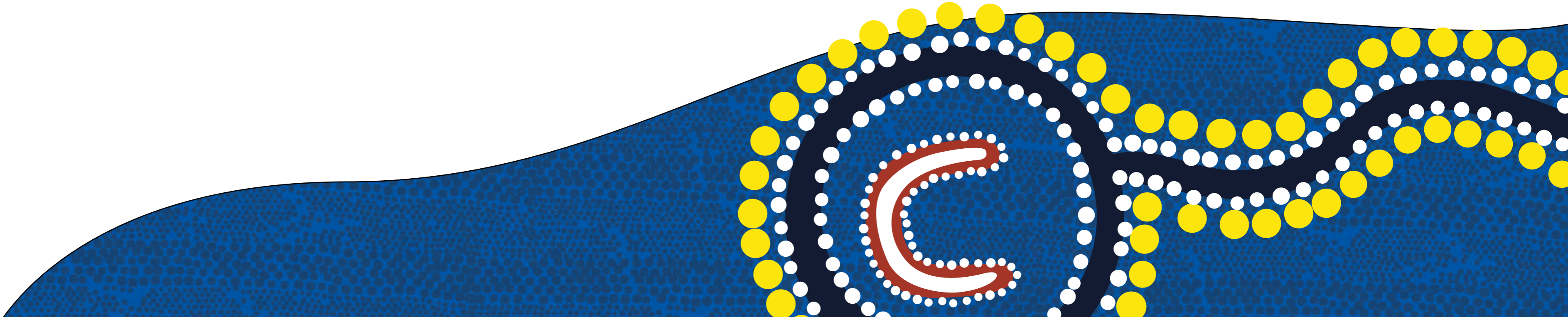
**14.1** Register via Reconciliation Australia's website to begin developing our next RAP.

### TIMELINE

November, 2024

### RESPONSIBILITY

- Social Justice & Policy Coordinator







St Vincent de Paul Society  
CANBERRA/GOULBURN  
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RECONCILIATION  
ACTION PLAN  
REFLECT

## RAP ENQUIRIES

**Kwadwo Owusu**

Social Justice & Policy Coordinator

0491 022 398

[Kwadwo.Owusu@vinnies.org.au](mailto:Kwadwo.Owusu@vinnies.org.au)