

Reconciliation Action Plan

REFLECT 2023

March 2022 - June 2023







Contents

02 Artwork by Katie Budgen

04 Message from the CEO

05 Our Business

06 Our RAP Journey

08 Action Plan | Relationships

12 Action Plan | Respect

14 Action Plan | Opportunities

16 Action Plan | Governance

Acknowledgement of Country

We acknowledge Aboriginal and Torres Strait Islander peoples as the Traditional Custodians of the lands in which we live, work, and learn. We recognise and respect the enduring relationship they have with their lands and waters, and we pay our respects to Elders past, present, and emerging.

Artwork by Katie Budgen

About Katie

Katie is currently a high school teacher specialising in English and science and is the Indigenous Mentor at her school. She has a passion for teaching and is driven with the goal of equipping her students with the tools they need to become active and engaged members of society while they are at school and in their future endeavours. As a proud Kamilaroi woman, she has a personal interest in providing students and schools with important Aboriginal cultural knowledge.

In 2021 Katie developed her own contemporary Aboriginal art business that allows her to connect with her culture and country. She has painted murals at a number of early learning centres across Victoria, and endeavours to share Aboriginal knowledge to Melbourne staff and students. She has also designed jerseys for Indigenous sporting rounds including for the South East Melbourne Phoenix in the NBL and the Melbourne Rebels in the Super Rugby. Recently, Katie has completed artworks for the Reconciliation Action Plans for the Alannah and Madeline Foundation, Victorian Institute of Sport, and Motor Neurone Disease Victoria.

About the Artwork

We commissioned First Nations Artist - Katie Budgen - to create an artwork that represents the MND Community and MND Victoria's RAP journey.

Katie says of her artwork: "This artwork represents the strength of those who live with MND and the active steps the organisation is taking towards reconciliation."

Design

She notes that the cornflower (the symbol we use to represent MND) has been reimagined after the Australian straw flower that looks very delicate but has sturdy, colourful leaves that look like flower petals.



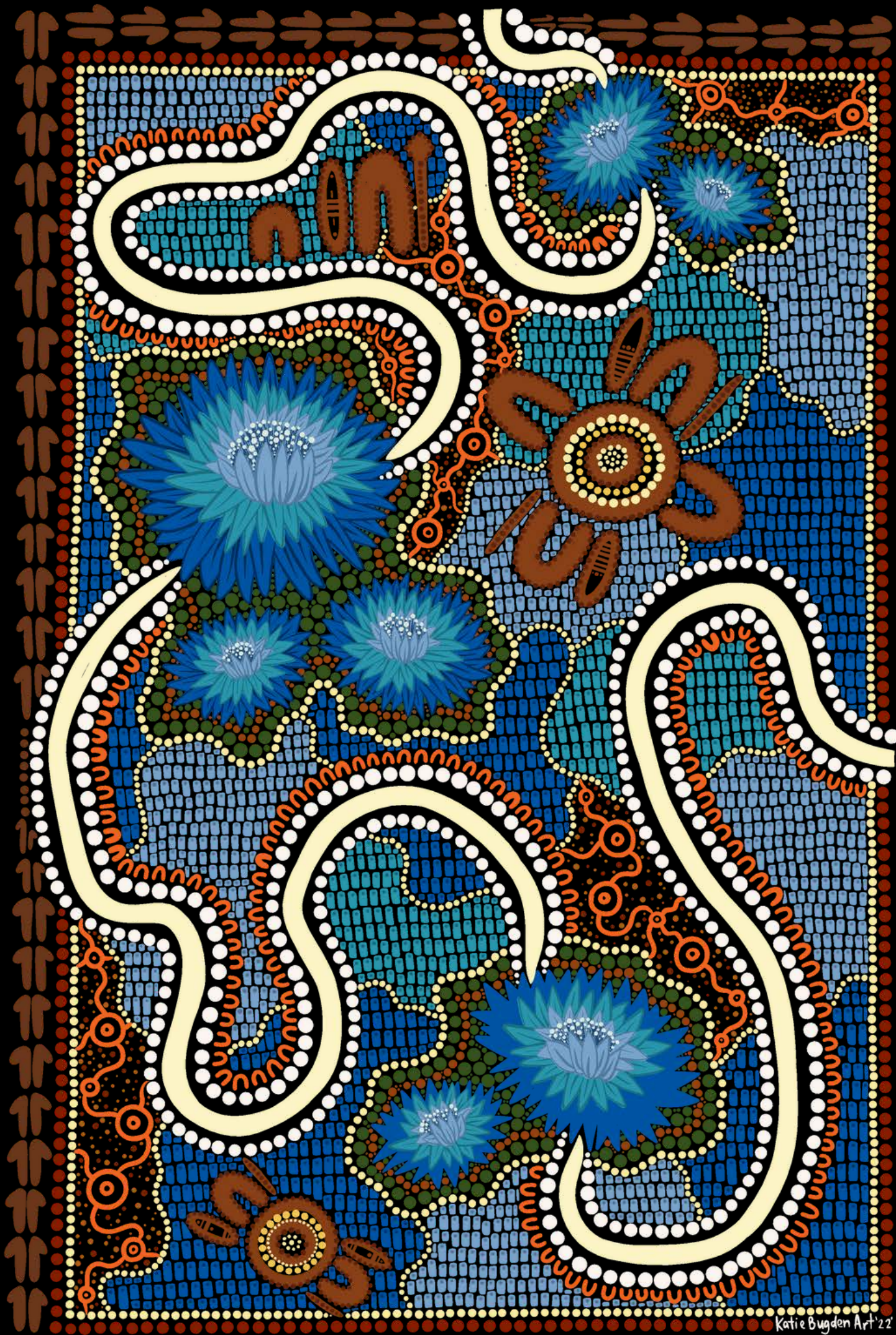
The orange connecting meeting places are dispersed through the MND blue background as a representation of the Indigenous perspective being interwoven into the values of the organisation.



A reappearing motif through the painting is the warrior with his spear and shield which represents strength and fight. The single 'people' represent the family and staff who support these fighters.



The three flowers/meeting places are joined by song lines, and little orange people figures line the path which represents the journey the Association is on towards reconciliation.





CEO Introduction

MND Victoria's main office is located in Canterbury, Victoria on the land of the Wurundjeri people. We wish to acknowledge the traditional owners of the land, the Wurundjeri people, and pay respect to their elders, past and present. We acknowledge their continuing culture and the contributions they make to our communities, cities and regions. As a state-wide service across Victoria and Tasmania, we also acknowledge the traditional owners of all the lands in Victoria and Tasmania.

It is my privilege to introduce MND Victoria's Reflect Reconciliation Action Plan (RAP). This RAP is MND Victoria's first, and demonstrates our goal to deepen our understanding of our sphere of influence and the unique contribution we can make in leading progress across the five dimensions of reconciliation: race relations; equality and equity; institutional integrity; unity; and historical acceptance.

This RAP is significant in demonstrating MND Victoria's commitment to reconciliation and to supporting and including Aboriginal and Torres Strait Islander people throughout our work.

Whilst available data indicates that there are very low numbers of Aboriginal and Torres Strait Islander people living with motor neurone disease (MND) at any one time, MND Victoria's State Council and staff want to ensure that our Association is welcoming and safe for Aboriginal and Torres Strait Islander people whether they have MND, have a family member or friend with MND, or want to support MND Victoria as a staff member, volunteer or donor.

MND is a devastating disease, and our vision is to ensure "The best care until the world is free from MND". We do this through the provision of advice, support coordination, assistive technology, information and education, carer support, and volunteer support, striving to ensure that no person impacted by MND is living with high levels of unmet needs. We aim to ensure that the services we deliver are accessible, appropriate and welcoming to all people, including those for Aboriginal and Torres Strait Islander backgrounds.



Kate Johnson
Chief Executive Officer
MND Victoria



Our Business

MND Victoria's mission is to "Provide and promote the best possible care and support for people living with MND".

"People living with MND" includes people who have been diagnosed, those yet to be diagnosed, carers, former carers, families, friends, workmates, and any other person whose life is, or has been, affected by a diagnosis of MND.

We do this through the provision of care, support and assistive technology, education and information, through raising awareness of the impact of MND, and through promotion and support of research into care, support, treatment and cure of MND.

Our Staff

MND Victoria employs 43 staff across Victoria

and Tasmania. None of these staff has identified as Aboriginal and/or Torres Strait Islander people, however, this is not a question that has been actively asked in the past.

MND Victoria has staff located in:

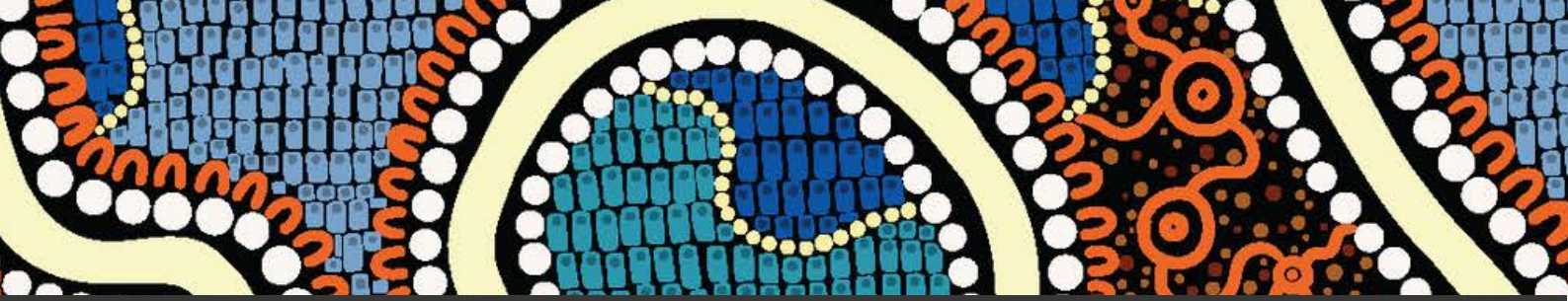
Victoria:

- Canterbury
- Bendigo
- Ballarat
- Geelong
- Cobram
- Drouin

Tasmania:

- Hobart
- Launceston





Our RAP Journey

Whilst available data indicates that there are very low numbers of Aboriginal and Torres Strait Islander people living with MND at any one time, MND Victoria's State Council and staff want to ensure that our Association is welcoming and safe for Aboriginal and Torres Strait Islander people whether they have MND, have a family member or friend with MND, or want to work at MND Victoria as a staff member or volunteer.

This is MND Victoria's first RAP, and we plan to implement it in a considered and planned manner, guided by a RAP working group made up of staff, State Council members and where possible, other interested stakeholders.

The MND Victoria RAP Champion will be the CEO, who will work towards internal engagement and awareness of the RAP. The inaugural RAP working group members include members of the MND Victoria State council, management, and representatives from departments across the organisation.

Our RAP working group continues to meet to lead the organisation in the implementation of the actions outlined in our RAP.

We have undertaken some initial activities in our efforts to make MND Victoria more culturally safe. These have included flags at reception and in our meeting room; displaying the original artwork as seen in this publication in our reception; including an Acknowledgement of Country at the start of all formal meetings (including our staff meetings), on our website, and in our annual report and newsletters.

MND Victoria acknowledges that we are only at the very beginning of our reconciliation journey, and acknowledge the significant consultation and learning we will require to achieve positive outcomes against the goals set out in our RAP.





Action Plan



ACTION PLAN

Relationships

MARCH 2022 - MARCH 2023

ACTION 1

Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders (including clients) and organisations.

DELIVERABLE	TIMELINE	RESPONSIBILITY
Identify Aboriginal and Torres Strait Islander stakeholders and organisations within the MND Victoria community or providing health and support services.	June 2022	Education and Client Support Team Leader
Identify current prevalence of people registered with MND Victoria who identify as Aboriginal and Torres Strait Islander people in next Annual Quality Survey (August 2021 Victoria & June 2021 Tasmania).	March 2022	Education and Client Support Team
Identify potential barriers to interacting with MND Victoria services for Aboriginal and Torres Strait Islander people that currently exist and work to reduce them (examples include Acknowledgement of Country and website message).	March 2022	CEO
Create connections (e.g. Koori council, other key agencies in major regions in Victoria to discuss local matters) with Aboriginal and Torres Strait Islander service providers to promote mutual information sharing and facilitate future collaboration.	December 2022	Education and Client Support Team Leader / MND Advisor Team Leaders
Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.	March 2022	Coordinator of Volunteer Programs

ACTION 2

Build relationships through celebrating National Reconciliation Week.

DELIVERABLE	TIMELINE	RESPONSIBILITY
Circulate Reconciliation Australia's National Reconciliation Week resources and reconciliation materials to our staff and volunteers.	27 May – 3 June 2022	Education and Client Support Team Leader / Coordinator of Volunteer Programs
RAP Working Group members to participate in an external National Reconciliation Week event.	27 May – 3 June 2022	RAP Champion (CEO)
Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate National Reconciliation Week.	27 May – 3 June 2022	CEO

ACTION 3

Promote reconciliation through our sphere of influence.

DELIVERABLE	TIMELINE	RESPONSIBILITY
Communicate our commitment to reconciliation to all staff, volunteers, people living with MND, other health professionals in our sphere of influence.	May 2022	RAP Champion (CEO)
Identify external stakeholders that our organisation can engage with on our reconciliation journey (e.g. other MND associations around Australia).	June 2022	RAP Champion (CEO)
Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.	March 2022	CEO
Host an internal event to launch RAP.	March 2022	RAP Champion (CEO)

ACTION 3 (continued)

Promote reconciliation through our sphere of influence.

DELIVERABLE	TIMELINE	RESPONSIBILITY
Identify opportunities to promote and communicate MND Victoria's actions and approach to creating a welcoming service for Aboriginal and Torres Strait Islander people. Use website for external communication and standing agenda items at internal meetings to facilitate training and development of staff in this area.	March 2022	Manager Supporter Development and Communications / CEO
Feature RAP update in quarterly newsletter to promote progress towards creating a more accessible service for Aboriginal and Torres Strait Islander people.	March 2022	CEO / Manager Support Services
Share RAP with other MND Associations	March 2023	CEO

ACTION 4

Promote positive race relations through anti-discrimination strategies.

DELIVERABLE	TIMELINE	RESPONSIBILITY
Research best practice and policies in areas of race relations and anti-discrimination.	December 2022	Senior Management Team members
Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	June 2022	Manager Finance and Business Support





ACTION PLAN Respect

MARCH 2022 - DECEMBER 2022

ACTION 5

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

DELIVERABLE	TIMELINE	RESPONSIBILITY
Conduct a review of cultural learning needs within our organisation (e.g. self-evaluations, existing education, prior education, confidence in knowledge).	March 2022	Manager Support Services / Coordinator of Volunteer Programs
Develop a learning plan for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.	June 2022	Manager Support Services / CEO / Education and Client Support Team Leader

ACTION 6

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

DELIVERABLE	TIMELINE	RESPONSIBILITY
Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area.	December 2022	CEO
Provide information and opportunities to increase staff understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	June 2022	CEO

ACTION 7

Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC (National Aborigines and Islanders Day Observance Committee) Week (July).

DELIVERABLE	TIMELINE	RESPONSIBILITY
Raise awareness and share information amongst our staff about the meaning of NAIDOC Week.	July 2022	RAP Champion (CEO)
Introduce our staff to NAIDOC Week by promoting external events in our local area.	July 2022	RAP Champion (CEO)
RAP Working Group to participate in an external NAIDOC Week event.	July 2022	RAP Champion (CEO)
Promote and share NAIDOC week through communication channels including social media, and highlight our work and value in connections with Aboriginal and Torres Strait Islander peoples and cultures.	3 - 10 July 2022	Manager Supporter Development and Communications

ACTION 8

Identify and action opportunities to show respect in the office environment.

DELIVERABLE	TIMELINE	RESPONSIBILITY
Obtain information on how we can make our organisation culturally safer through desktop research and ongoing review of processes in line with recommended best practice.	July 2022	CEO
Continue to discuss and implement strategies that engage and promote our value of Aboriginal and Torres Strait Islander cultures in the office space (Canterbury office and potential for regional office roll out).	July 2022	RAP Champion (CEO)



ACTION PLAN

Opportunities

MARCH 2022 - DECEMBER 2022

ACTION 9

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

DELIVERABLE	TIMELINE	RESPONSIBILITY
Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation.	July 2022	CEO / Manager Finance and Business Support
Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	July 2022	CEO / Manager Finance and Business Support
Include a statement in job advertisements saying we welcome and encourage applications from Aboriginal and Torres Strait Islander people (and women and people living with a disability).	March 2022	CEO
Gather information on progress and areas for improvement relating to employment outcomes for Aboriginal and Torres Strait Islander people through questions in staff engagement survey: <ul style="list-style-type: none"> Ask if staff identify as Aboriginal and Torres Strait Islander people. Ask about knowledge and opportunities for professional development in working with Aboriginal and Torres Strait Islander people. 	March 2022	CEO
Review recruitment and onboarding processes for volunteers and staff to ensure MND Victoria is an accessible and welcoming organisation for Aboriginal and Torres Strait Islander people.	July 2022	CEO / Coordinator of Volunteer Programs

ACTION 10

Improve service delivery to Aboriginal and Torres Strait Islander Peoples.

DELIVERABLE	TIMELINE	RESPONSIBILITY
Collaborate with Aboriginal and Torres Strait Islander service providers where Aboriginal and Torres Strait Islander people impacted by MND may benefit from having a worker from their own community to engage with.	December 2022	MND Advisors (case by case)
Identify opportunities to support research projects in the area of service provision for Aboriginal and Torres Strait Islander people living with MND.	December 2022	CEO / Education and Client Support Team Leader

ACTION 11

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

DELIVERABLE	TIMELINE	RESPONSIBILITY
Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses.	December 2022	CEO / Manager Finance and Business Support
Investigate Supply Nation membership.	July 2022	CEO / Manager Finance and Business Support
Ask businesses if they are Aboriginal or Torres Strait Islander owned and run when sourcing services.	July 2022	CEO / Manager Finance and Business Support



ACTION PLAN Governance

FEBRUARY 2022 - MARCH 2024

ACTION 12

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

DELIVERABLE	TIMELINE	RESPONSIBILITY
Maintain a RWG to govern RAP implementation.	February 2022	RAP Champion (CEO)
Allocate RAP Champion (support RAP and monitor adherence to action items).	June 2022	CEO
Draft a Terms of Reference for the RWG.	March 2022	RAP Champion (CEO)
Establish Aboriginal and Torres Strait Islander representation on the RWG.	March 2022	RAP Champion (CEO)

ACTION 13

Provide appropriate support for effective implementation of RAP commitments.

DELIVERABLE	TIMELINE	RESPONSIBILITY
Define resource needs for RAP implementation.	March 2022	RAP Champion (CEO)
Engage senior leaders and State Council in the delivery of RAP commitments.	March 2022	RAP Champion (CEO)
Define appropriate systems and capability to track, measure and report on RAP commitments.	March 2022	RAP Champion (CEO)

ACTION 14

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

DELIVERABLE	TIMELINE	RESPONSIBILITY
Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	September 2022	RAP Champion (CEO)
Include update in Annual Report for MND Victoria.	March 2022	CEO
Provide an annual update for State Council.	July 2022	RAP Champion (CEO)

ACTION 15

Continue our reconciliation journey by developing our next RAP.

DELIVERABLE	TIMELINE	RESPONSIBILITY
Register via Reconciliation Australia's website to begin developing our next RAP.	March 2024	RAP Champion (CEO)



For more information, contact

Kate Johnson

Chief Executive Officer

☎ (03) 9830 2122

☎ 1800 777 175

✉ info@mnd.org.au

📍 265 Canterbury Road
Canterbury VIC 3126 Australia

🖱 www.mnd.org.au

Acknowledgement of Country

We acknowledge Aboriginal and Torres Strait Islander peoples as the Traditional Custodians of the lands in which we live, work, and learn. We recognise and respect the enduring relationship they have with their lands and waters, and we pay our respects to Elders past, present, and emerging.

