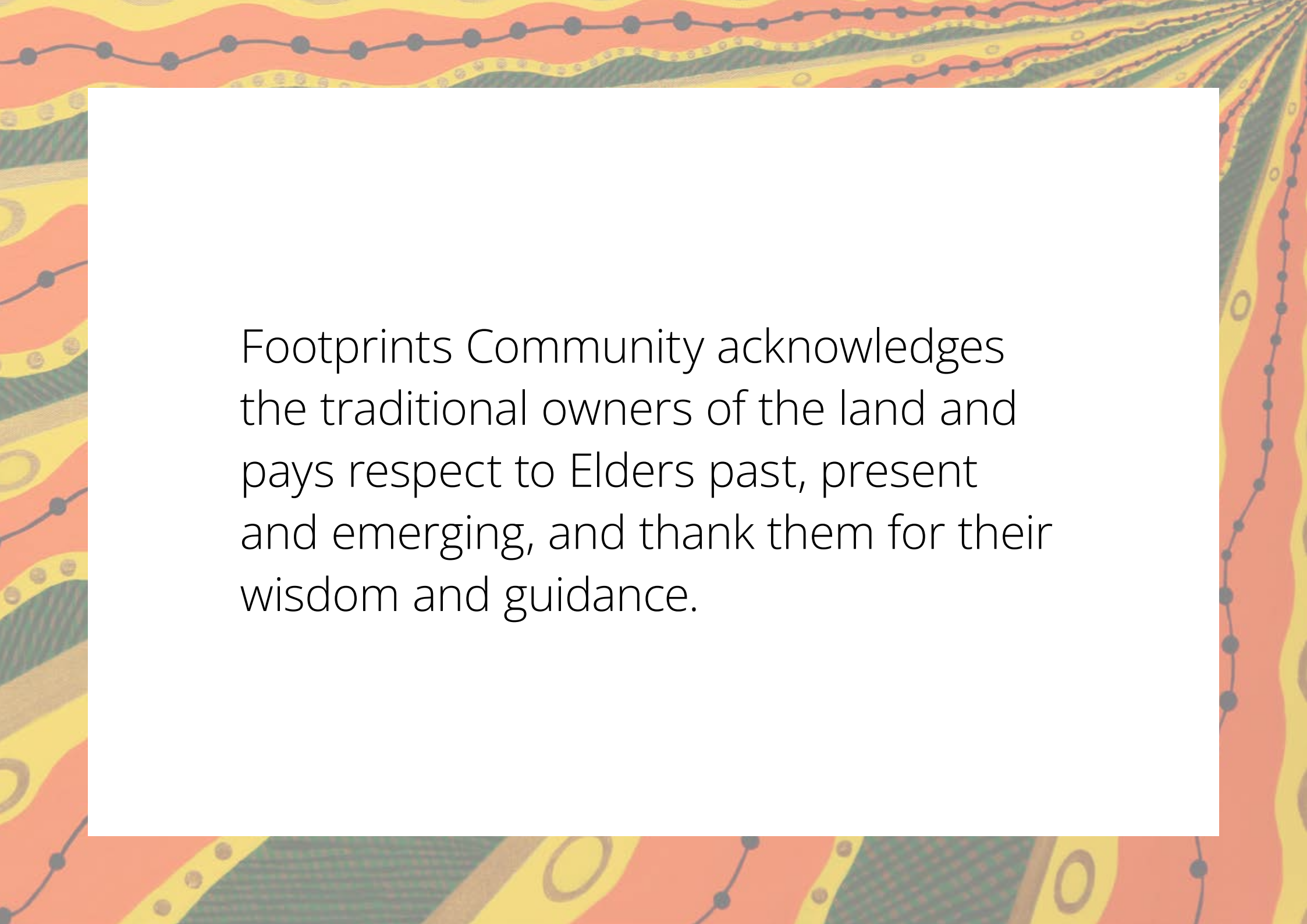


REFLECT Reconciliation Action Plan

July 2022 to
December 2023





Footprints Community acknowledges the traditional owners of the land and pays respect to Elders past, present and emerging, and thank them for their wisdom and guidance.



Message from Reconciliation Australia

Reconciliation Australia welcomes Footprints Community to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

Footprints Community joins a network of more than 1,100 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 will lay the foundations, priming 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 increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.

This Reflect RAP enables Footprints Community 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 first steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations Footprints Community, welcome to the RAP program, and I look forward to following your reconciliation journey in the years to come.

Karen Mundine

Chief Executive Officer
Reconciliation Australia





Our business

Footprints Community is a well-regarded not-for-profit provider of community-based services, working in Southeast Queensland and Northern New South Wales communities for over 30 years. Footprints adopts a non-discriminatory practice and working alongside people with respect and dignity, to enhance their capacity to live independently in the community, is integral to our service.

Our Organisational Purpose

- To promote quality of life for frail, older people and younger people with disabilities, and their carers
- To actively work towards social justice
- To empower disadvantaged members of the community
- To contribute to the relief of poverty
- Any other charitable work or purpose for the benefit of the community.

What we do



Support in the community for people who are ageing



Community care for people with disabilities



Centre based respite for older persons and people with disability



Recovery and well-being for people with mental illness



Community care for people who are homeless or are at risk of homelessness



Our Vision

A community where individuals are able to maintain an independent lifestyle of their choice.

Our Mission

To be responsive, innovative, professional and timely in providing care and support of each client.

Our Values

- **Client Centred**
We actively support each client's choices, respecting their values and personal uniqueness.
- **Inclusion**
We promote the right for individuals to access the resources they need to live safely and securely in the community.
- **Respect**
We hold people in positive regard and treat them with courtesy and consideration.

Our professionally qualified and highly skilled workforce of just over 200 staff operate within a client centred practice framework ensuring principles of strengths-based practice are implemented into service delivery. We believe in independence, strength, and choice. We work with people and their representatives, at their own pace, to empower and support people to reach their goals.

We currently employ five staff who identify as Aboriginal and/or Torres Strait Islander people, and our geographical footprint extends from the Northern Rivers of New South Wales up to the Wide Bay Region of Queensland. We have three physical office locations at present — Fortitude Valley, Logan Central and West End.

Our RAP

Footprints Community is committed to creating lasting and meaningful relationships that encourage respect and promote sustainable opportunities for Aboriginal and Torres Strait Islander Australians. Our Human Resources Manager is our Reconciliation Action Plan Champion and will be responsible for driving and promoting internal engagement and awareness, along with ensuring the RAP deliverables are achieved.

Our first Reconciliation Action Plan (RAP) will provide a framework to commence our reconciliation journey. The formation of Footprints Community's RAP Working Group will inform and guide our reconciliation efforts now and into the future. A RAP working group was formed in February 2022 with two members identifying as Aboriginal and/or Torres Strait Islander people. Working Group membership currently includes:

- Senior Manager Human Resources and Operations
- Chief Financial Officer
- HR Coordinator
- Disability Services Case Worker
- Manager Aged Care Services
- Executive Assistant
- ICT Project Lead
- Senior Manager Aged Care and Disability Services
- Senior Recovery Facilitator
- Coordinator Housing Older Women's Support Service
- Case Manager

The RAP Working Group's purpose is to oversee and drive the strategic framework for how we as an organisation will advance our reconciliation journey alongside, and in collaboration with First Nations Peoples.

The working group, in partnership with First Nations Peoples, will provide strategic advice to advance the priorities and interests of Aboriginal Torres Strait Islander people within our geographic footprint. Through this ongoing partnership, we also seek to improve and galvanise the relationship between Footprints Community and the Aboriginal and Torres Strait Islander communities. The RAP Working Group will facilitate and monitor the RAP implementation through collaboration, communication, and harmonious, respectful relationships. Implementation of the RAP will involve:

- Reporting regularly on RAP progress to the Executive Management Committee;
- Engaging with First Nations stakeholders to seek guidance and advice; and
- Taking a top-down approach by ensuring senior leaders are involved in the RAP and assigned deliverables.

Our partnerships/current activities

Footprints Community is seeking to develop and maintain harmonious relationships with First Nations peoples, businesses, and community groups. As an organisation, we have participated in NAIDOC and other reconciliation events, and always sought to improve relationships. Through this RAP however, we now seek to formalise our good intentions into a sustainable and meaningful actions to ensure we are working in collaboration with First Nations groups and creating mutually beneficial networks and opportunities.

 Relationships			
Action	Deliverable	Timeline	Responsibility
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	<ul style="list-style-type: none"> Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence. 	July 2022	<ul style="list-style-type: none"> Manager Aged Care Services
	<ul style="list-style-type: none"> Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations. 	March 2023	<ul style="list-style-type: none"> Senior Manager Aged Care and Disability Services
2. Build relationships through celebrating National Reconciliation Week (NRW).	<ul style="list-style-type: none"> Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff. 	May 2023	<ul style="list-style-type: none"> Executive Assistant
	<ul style="list-style-type: none"> RAP Working Group members to participate in an external NRW event. 	May 2023	<ul style="list-style-type: none"> Executive Assistant
	<ul style="list-style-type: none"> Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW. 	May 2023	<ul style="list-style-type: none"> Executive Assistant
3. Promote reconciliation through our sphere of influence.	<ul style="list-style-type: none"> Communicate our commitment to reconciliation to all staff. 	March 2023	<ul style="list-style-type: none"> Senior Manager Aged Care and Disability Services
	<ul style="list-style-type: none"> Identify external stakeholders that our organisation can engage with on our reconciliation journey. 	March 2023	<ul style="list-style-type: none"> Senior Manager Aged Care and Disability Services
	<ul style="list-style-type: none"> Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey. 	April 2023	<ul style="list-style-type: none"> Senior Manager Aged Care and Disability Services
4. Promote positive race relations through anti-discrimination strategies.	<ul style="list-style-type: none"> Research best practice and policies in areas of race relations and anti-discrimination. 	April 2023	<ul style="list-style-type: none"> Senior Manager Human Resources and Operations
	<ul style="list-style-type: none"> Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs. 	April 2023	<ul style="list-style-type: none"> Senior Manager Human Resources and Operations



Respect

Action	Deliverable	Timeline	Responsibility
1. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	• Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.	April 2023	• <i>Executive Assistant</i>
	• Conduct a review of cultural learning needs within our organisation.	September 2022	• <i>Senior Manager Human Resources and Operations</i>
2. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	• Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area.	July 2022	• <i>Manager Aged Care Services</i>
	• Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	July 2022	• <i>Executive Assistant</i>
3. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	• Raise awareness and share information amongst our staff about the meaning of NAIDOC Week.	July 2023	• <i>Executive Assistant</i>
	• Introduce our staff to NAIDOC Week by promoting external events in our local area.	July 2023	• <i>Executive Assistant</i>
	• RAP Working Group to participate in an external NAIDOC Week event.	July 2023	• <i>Senior Manager Human Resources and Operations</i>



Opportunities

Action	Deliverable	Timeline	Responsibility
1. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development.	• Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation.	April 2023	• <i>Senior Manager Human Resources and Operations</i>
	• Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	July 2022	• <i>Senior Manager Human Resources and Operations</i>
2. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	• Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses.	July 2022	• <i>Chief Financial Officer</i>
	• Investigate Supply Nation membership.	July 2022	• <i>Chief Financial Officer</i>



Governance

Action	Deliverable	Timeline	Responsibility
1. Maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	• Form a RWG to govern RAP implementation.	November 2022	• <i>Senior Manager Human Resources and Operations</i>
	• Draft a Terms of Reference for the RWG.	November 2022	• <i>Senior Manager Human Resources and Operations</i>
	• Maintain Aboriginal and Torres Strait Islander representation on the RWG.	November 2022	• <i>Senior Manager Human Resources and Operations</i>
2. Provide appropriate support for effective implementation of RAP commitments.	• Define resource needs for RAP implementation.	July 2022	• <i>Senior Manager Human Resources and Operations</i>
	• Engage senior leaders in the delivery of RAP commitments.	July 2022	• <i>Senior Manager Human Resources and Operations</i>
	• Maintain a senior leader to champion our RAP internally.	November 2022	• <i>Senior Manager Human Resources and Operations</i>
	• Define appropriate systems and capability to track, measure and report on RAP commitments.	March 2023	• <i>ICT Project Lead</i>
3. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	• 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 annually	• <i>Senior Manager Human Resources and Operations</i>
	• Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Measurement Questionnaire.	1 August annually	• <i>Senior Manager Human Resources and Operations</i>
	• Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 September annually	• <i>Senior Manager Human Resources and Operations</i>
4. Continue our reconciliation journey by developing our next RAP.	• Register via Reconciliation Australia's website to begin developing our next RAP.	September 2023	• <i>Senior Manager Human Resources and Operations</i>

RAP Artist — Patricia Kramer Ransome

I am an Aboriginal woman (Western Yalanji/Muluridji near Cairns, QLD). I am an acrylic abstract painter who enjoys creating contemporary Aboriginal paintings, abstract expressionist works and pour art. I am self-taught and have been painting for four years.

Painting is a meditative process and a means of self-expression. Painting can be a spiritual journey unto oneself. My Aboriginal paintings enable me to connect with ancestors and country when I am physically disconnected to these important aspects of my life. Hence, many of my paintings are landscapes or are inspired by the spiritual realm. I enjoy developing my unique style whilst exploring the boundaries of what constitutes Aboriginal art today.



RAP Artist, Patricia Kramer Ransome with another of her paintings titled *Healing Steps*.



Rise 2

This painting is inspired by the source, the sun, the giver of life. After birth we each begin our own personal life journey – a journey back to source. We choose our path and thereby we travel through the landscapes of time. Each path is the same, yet vastly different. The path is always paved in gold, but it is of course, what we make of it. The sun's rays, like ribbons of light and warmth, guide the way above the green landscapes. It is our perspective which allows us each to recognise the rich experiences, personal growth and abundance that life has to offer.



Footprints Community contact:

Name: Loku Priyantha

Position: Senior Manager
Human Resources and Operations

Phone: 0414 768 367

Email: lokup@footprintscommunity.org.au

