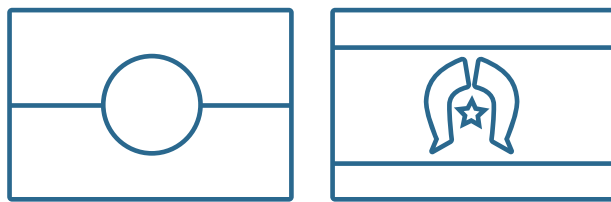


Volunteering Victoria

Reflect Reconciliation Action Plan: March 2022 – March 2023



**Volunteering Victoria acknowledges
the Bunurong Boon Wurrung and
Wurundjeri Woi Wurrung peoples, the
Traditional Custodians of the land on
which our office stands, and we pay
our respects to them, their culture and
their Elders past and present.**

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Our business

Volunteering Victoria is the state peak body for volunteering, focusing on advocacy, sector development and the promotion of volunteering. We are a member-based organisation with over 400 individual and organisational members from all sectors and places around Victoria.

Volunteering Victoria has a singular and specialised focus on volunteering. We see our role as leading the development of a collaborative, sustainable, thriving volunteering community and movement in Victoria. Our purpose is to promote and build a vibrant, strong volunteering community that is inclusive, respected and sustainable.

In Australia, volunteering is defined as: “time willingly given, without financial gain and for the common good”. According to this definition, 2.3 million Victorians volunteer in our communities in regular times. That is 42.1% of Victorians who contributed some 507.7 hours of volunteering efforts in 2019.

Volunteering Victoria works with local, state and federal governments, non government and community organisations to advocate for volunteering and the sector on behalf of our members and the millions of Victorians who volunteer, and benefit from volunteering each year.



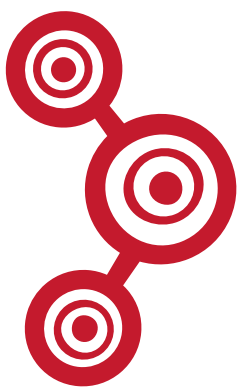
Our Staff

Volunteering Victoria currently employs (20) staff working across sector development, training, policy and advocacy, and projects. We are an equal opportunity employer however currently do not employ anyone identifying as a First Nations person. As part of our commitment to inclusion, we aim to develop a workforce that represents the community we serve.



Where we work

Volunteering Victoria is the peak body for volunteering providing workshops, training and events across the state. Our head office is located in North Melbourne on the land of the Bunurong Boon Wurrung and Wurundjeri Woi Wurrung peoples.



Our RAP

Volunteering Victoria is committed to an ongoing process of reconciliation, acknowledging the historical and continued impact of colonisation and systemic racism on Aboriginal and Torres Strait Islander communities.

We strive for Aboriginal and Torres Strait Islander peoples to feel safe and respected within our organisation and want to progress our learning and understanding of their histories and cultures. Driven by Volunteering Victoria's Indigenous Programs Officer and RAP Champion, Jenna Chia, we are dedicated to building an organisation that prioritises the voices of Aboriginal and Torres Strait Islander peoples.

Volunteering Victoria acknowledges that contributing to their communities is intrinsic to Aboriginal and Torres Strait Islander communities who have strong ideas and practices of volunteering. Recent research has told us that non-Indigenous definitions of 'formal volunteering' are not consistent with Aboriginal and Torres Strait Islander communities experience of community contribution and giving.

We acknowledge that volunteer programs in non-Indigenous organisations are often not culturally safe for Aboriginal and Torres Strait Islander peoples. We also recognise the past and ongoing discrimination and racism experienced within non-Indigenous organisations and the not-for-profit

sector, and respect that Aboriginal and Torres Strait Islander peoples may prioritise volunteering within and for their own communities. We understand that we have a lot to learn about Aboriginal and Torres Strait Islander histories and cultures and the process of developing a sector that is culturally safe, respectful and inclusive.

In our position as the peak body for volunteering, we would like to take a leadership role in promoting reconciliation in volunteer involving organisations. We cannot do this without progressing our own reconciliation journey and providing an example to our membership and the broader sector. Our Reflect RAP is the first step in formalising our reconciliation journey. We are excited to be taking concrete actions as an organisation to extend our learning, form relationships with Aboriginal and Torres Strait Islander communities and organisations and explore further opportunities to contribute to reconciliation in Australia.



Our journey so far...

Volunteering Victoria is in the early stages of our engagement in the reconciliation journey and working with Aboriginal and Torres Strait Islander communities. We are in the process of establishing a RAP Advisory Committee to progress the organisation's commitment to reconciliation over the coming year.



Volunteering Victoria recently received funding from the Federal Government as part of their Volunteer Management Activity (VMA) funding. One aspect of this funding is aimed at learning about community contribution and giving in First Nations communities. We have partnered with Community First Development to engage several community members in Gunaikurnai Country about their experience, specifically in identifying barriers to volunteering for First Nations Peoples.



Volunteering Victoria is implementing a policy enabling employees to take the traditional 'Australia Day' public holiday on another date in lieu, recognising the trauma of colonisation experienced by First Nations peoples and the anniversary of invasion.



Volunteering Victoria have developed a position paper, which articulates our commitment to learning about First Nations communities' definitions and experiences of volunteering, and our acknowledgement of the contribution to the community by Aboriginal and Torres Strait Islander peoples.



Volunteering Victoria includes an Acknowledgement of Country before all training, workshops and events, as well as in email signatures and all external communications.



Chair and CEO Foreword

On behalf of the Board and staff of Volunteering Victoria, we are delighted to present to you, our members, stakeholders and wider volunteering community, our inaugural Reflect RAP.

We commence this journey acknowledging that the historical and continued impact of colonisation and systemic racism towards Aboriginal and Torres Strait Islander peoples is structural and persistent.

Volunteering Victoria is committed to working towards reconciliation across each of the dimensions of historical acceptance, institutional integrity, race relations, equality and equity and unity.

We are dedicated to building an organisation, and volunteering community that prioritises the voices of Aboriginal and Torres Strait Islander peoples and respects their histories and cultures.

In developing our RAP, we understand that while volunteering is a universal social behaviour, Western-centric models of volunteering have diminished the equally transformative nature of informal community-giving, so prevalent in Aboriginal and Torres Strait Islander communities.

As the peak body for volunteering in Victoria, we take responsibility for providing leadership on reconciliation in the sector and in our volunteer communities.

Bronwen Clark
Chair

We encourage and support volunteer-involving organisations to embark on their own reconciliation journeys.

Our organisation is committed to promoting volunteer opportunities, programs and practices that are inclusive and respectful of Aboriginal and Torres Strait Islander peoples. We also seek to highlight the existing contribution that Aboriginal and Torres Strait Islander peoples make to their communities.

It is vital that volunteer initiatives that are developed for Aboriginal and Torres Strait Islander communities must be self-determined, consistent with their cultures, motivations, and goals, and are of broader benefit to their communities.

We would like to acknowledge the work of our RAP team and the support of Reconciliation Australia in developing our Reflect RAP. We look forward to continuing our partnership with them over the coming years.

We welcome you on this journey as we collectively work to value and celebrate the full spectrum of community contribution across Victoria.

Scott Miller
Chief Executive



Message from Reconciliation Australia

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

Volunteering Victoria 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 Volunteering Victoria 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 Volunteering Victoria, 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



Relationships

Action	Deliverable	Timeline	Responsibility
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.	March 2022	Indigenous Programs Officer
	Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.	May 2022	VMA Programs Coordinator
	Include question on our membership survey to understand if any of our membership organisations are First Nations organisations.	August 2022	Membership Officer
2. Build relationships through celebrating National Reconciliation Week (NRW).	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	May 2022	Communications Officer
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	May 2022	Chief Executive Officer
	Indigenous Programs staff member to participate in an external NRW event.	May 2022	Indigenous Programs Officer
3. Promote reconciliation through our sphere of influence.	Communicate our commitment to reconciliation to all staff.	March 2022	Chief Executive Officer
	Identify external stakeholders that our organisation can engage with on our reconciliation journey.	April 2022	Indigenous Programs Officer
	Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.	May 2022	Indigenous Programs Officer
	Encourage organisations funded under the VMA to start their reconciliation journey through such steps as staff cultural learning, developing a vision statement, identifying partner organisations, registering to develop a RAP (for those with capacity).	August 2022	State Program Manager
	Raise awareness and share information with staff and sector on Aboriginal and Torres Strait Islander volunteering or community contribution.	July 2022	Communications Officer
	Include Aboriginal and Torres Strait Islander stories when showcasing volunteering.	August 2022	Communications Officer
	Develop and formalise an organisational Position Statement on First Nations communities & volunteering, including acknowledgement of First Nations volunteering and contribution and our organisations reconciliation aims.	March 2022	Indigenous Programs Officer
4. Promote positive race relations through anti-discrimination strategies.	Research best practice and policies in areas of race relations and anti-discrimination.	September 2022	Indigenous Programs Officer
	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	August 2022	Engagement Manager



Respect

Action	Deliverable	Timeline	Responsibility
5. 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.	June 2022	State Programs Manager
	Conduct a review of cultural learning needs within our organisation.	April 2022	Engagement Manager
6. 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 for our organisation's head office and across the state of Victoria where our member organisations operate.	October 2022	Membership Officer
	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	July 2022	Program Co-ordinator: VMA National
	Develop and implement policy allowing employees to take 'Australia Day' public holiday in lieu, on another date, promoting recognition of the trauma of colonisation for First Nations peoples.	November 2022	Business & Quality Officer
7. 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.	June 2022	Communications Officer
	Introduce our staff to NAIDOC Week by promoting external events in our local area.	June 2022	Communications Officer
	RAP Working Group to attend external NAIDOC week event.	June 2022	Indigenous Programs Officer



Opportunities

Action	Deliverable	Timeline	Responsibility
8. 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 and volunteering within our organisation.	September 2022	Business & Quality Officer
	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	September 2022	Business & Quality Officer
	Adjust our volunteer and employee position descriptions to encourage recruitment of Aboriginal and Torres Strait Islander peoples.	April 2022	Business & Quality Officer
9. 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.	April 2022	Business & Quality Officer
	Investigate Supply Nation membership.	April 2022	Business & Quality Officer



Governance

Action	Deliverable	Timeline	Responsibility
10. Provide appropriate support for effective implementation of RAP commitments.	Define resource needs for RAP implementation.	March 2022	Indigenous Programs Officer
	Engage senior leaders in the delivery of RAP commitments.	April 2022	Chief Executive Officer
	Define appropriate systems and capability to track, measure and report on RAP commitments.	April 2022	Indigenous Programs Officer
11. Establish an Aboriginal and Torres Strait Islander Advisory Committee.	Draft Terms of Reference for Advisory Committee.	March 2022	Indigenous Programs Officer
	Identify stakeholders to be involved in Advisory Committee.	June 2022	VMA Program Coordinator
	Maintain Advisory Committee.	December 2022	Indigenous Programs Officer
12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 Sept 2022	Indigenous Programs Officer
13. Establish and maintain an effective RAP Working Group (RWG) to drive governance of future RAPs.	Form a RWG.	January 2023	Indigenous Programs Officer
	Draft Terms of Reference for the RWG.	November 2022	Indigenous Programs Officer
	Establish Aboriginal and Torres Strait Islander representation on the RWG.	January 2023	Indigenous Programs Officer
14. Continue our reconciliation journey by developing our next RAP.	Register via Reconciliation Australia's website to begin developing our next RAP.	October 2022	Indigenous Programs Officer



About the artist and artwork

Chloe Jones is a proud Yorta Yorta woman born and raised on Yorta Yorta Country around the Mooroopna, Shepparton and Echuca region.

'Journey To You'

This piece reflects the theme of giving and the sense of connectedness and happiness that is often associated with the act of giving. Hence why I decided to go with a bright, playful palette.

In all of my works I often draw on water elements, which I've used throughout this piece with main features representing a water source or river. In my culture or tribe (Yorta Yorta) water is considered a powerful element that heals and helps guide us. Traditionally my ancestors would use rivers to help guide them to new destinations which would lead them to connect with other tribes. This meant they could work with other tribes to create a larger community and help each other to survive.

I wanted to draw on the idea of connecting by reflecting on the history behind water symbols and elements. I believe it connects well to the theme of community giving and connectedness.

**Chloe Jones,
Dungala Creations**





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