



Reconciliation Action Plan

2011-2012





Our vision for reconciliation

MAXNetwork's vision for reconciliation is to promote a culture of equity, dignity and respect for Aboriginal and Torres Strait Islanders within the community and the workplace.

Our commitment is centred around providing support, understanding, development, opportunity and jobs - approaching this with respect for and consideration of the cultural, social and spiritual beliefs of Aboriginal and Torres Strait Islanders.

Employment initiatives and promoting respect for Indigenous people and culture are our priorities.

Our business

MAXNetwork's (including MAX Employment) core focus is on **'finding jobs, changing lives'**. We provide a comprehensive range of employment services operating from 74 sites and 40 outreach locations across Australia. Our work is supported through our complementary delivery of Health, Training and Consultancy service delivery.

We are recognised as a leader in the Employment Services industry in Australia and employ around 1700 people across all arms of the business. We are committed to employing Aboriginal and Torres Strait Islanders in our workforce and have an Indigenous Employment Strategy in place to increase this number by the end of 2011, further increasing in 2012.

We believe there is no better way to change someone's life than to assist them into sustainable employment.

Our reconciliation action plan

MAXNetwork's RAP has been developed after a lengthy consultation process with our own staff, Aboriginal and Torres Strait colleagues, our Indigenous Advisory Board which is Chaired by Warren Mundine. Our RAP becomes a living document which all staff, relevant stakeholders and the public will have access to.

We will take the opportunity of having our Indigenous Advisory Board review our progress against our Actions and Commitment to **'finding jobs, changing lives'** when it meets each quarter.





Relationships

At MAX we believe it is our responsibility to build relationships for change between Indigenous and non-Indigenous people, both within our MAX community and the broader community, at a local, State and National level. Inclusion and equality is paramount to MAX achieving our goals.

Action	Responsibility	Timeline	Measurable Target
Build on existing relationships with Traditional Owners, Elders and others within Aboriginal and Torres Strait Islander communities where MAX Employment are located – staff to attend local ATSI community functions and Elders invited to MAX offices and functions to share ideas on how we can work together to assist our ATSI jobseekers into work	Business Managers / Regional Managers / General Managers / all staff	Commence end October 2011 and maintain	Contact made with local Aboriginal and Torres Strait Islander groups and/or communities with elders identified. Respectful, harmonious relationships built between MAX and Indigenous stakeholders
Provide local representation on Aboriginal and Torres Strait Islander Job Expo Steering Committees and events and local forums	Regional Managers	October 2011	At least one event attended in each region annually
Work with local Aboriginal and Torres Strait Islander Communities to develop employment and training related activities and source funding to deliver	Indigenous Employment Unit and relevant Business Managers	October 2011	Funding secured for at least six projects annually
Bring on board additional MAX Ambassadors to champion Indigenous opportunities	Executive Team	By April 2012 or before	An additional 2 Aboriginal and Torres Strait Islander Ambassador's join the MAX team





Respect

Within our core business of ‘finding jobs changing lives’ for unemployed Australians, we are committed to respecting all individuals. The history and culture of Indigenous people is the history and culture of many in our MAX workforce and many of our clients. Our respect for Indigenous people, their culture and history will make us a stronger, truly integrated organisation.

Action	Responsibility	Timeline	Measurable Target
All staff to be encouraged to attend Cultural Awareness workshops	Executive Management Team	Commence delivery early October 2011	Cultural Awareness workshops to be made available to all staff by end October 2011 Implement as part of our Staff Induction Program in October 2011
Protocol to be developed to include “Welcome to Country” and “Acknowledgement of Country” at appropriate meetings	All staff	September 2011	Protocol developed and occurs at Conferences and other significant meetings
Promote MAX Aboriginal and Torres Strait Islander Closing the Gap vision to staff	Executive Management Team/Warren Mundine	October 2011	Launch of RAP and ‘Into the Light’ artwork at Staff Conference
Participation in events on the Aboriginal and Torres Strait Islander calendar including: <ul style="list-style-type: none"> • NAIDOC Week • National Reconciliation Week 	Regional Managers	October 2011 – when events arise	At least one event held in each region annually
Promote stories of Aboriginal and Torres Strait Islander success and reconciliation through our internal	Indigenous Employment Unit supported	October 2011	MD’s Mail to include 12 or more articles annually





Action	Responsibility	Timeline	Measurable Target
communications (weekly MD's Mail), and the MAX Intranet and Internet sites	by Communications Unit		

Opportunities

Our commitment to closing the gap of Indigenous disadvantage again fits our ethos of 'finding jobs changing lives'. MAX promotes sustainable employment opportunities for Indigenous people within our company and to external employers, together with working with communities towards job creation.

Action	Responsibility	Timeline	Measurable Target
Increase Aboriginal and Torres Strait Islander employment within MAX, assisted by: <ul style="list-style-type: none"> culturally appropriate recruitment strategies and through the Australian Employment Covenant (AEC) buddy program for new Aboriginal and Torres Strait Islander staff forum for staff to feedback on RAP reviews 	All business units supported by Indigenous Employment Unit/Human Resources	September 2011, reviewed annually	Recruit an additional 25 Aboriginal and Torres Strait Islander employees. Aim to have 6.5% of our workforce being Aboriginal and Torres Strait Islander by end 2011 and then revise.
Identify traineeship opportunities within MAX business units and support full time Aboriginal and Torres Strait Islander traineeships in conjunction with above	All business units supported by the Indigenous Employment Unit	Annually	Appointment of at least 4 Aboriginal and Torres Strait Islanders into traineeship positions annually
RAP governance through our Indigenous Advisory Board which	Executive Team	First meeting occurred,	Four Indigenous Advisory Board





Action	Responsibility	Timeline	Measurable Target
oversees the implementation of all organisational Aboriginal and Torres Strait Islander strategies		meetings quarterly and reported on annually	meetings held annually
Access Aboriginal and Torres Strait Islander suppliers, where relevant through the Australian Indigenous Minority Supplier Council (AIMSC)	All business units supported by Corporate Services	October 2011	Suppliers regularly promoted to relevant business Units Report on services procured from AIMSC certified suppliers prepared annually Minimum \$25,000 spend
Deliver sustainable employment outcomes for Aboriginal and Torres Strait Islanders through our Job Services Australia and DES delivery	Business Managers	September 2011	1,500+ sustainable job placements annually

Tracking progress and reporting

Our commitment to closing the gap of Indigenous disadvantage again fits our ethos of 'finding jobs changing lives'. MAX promotes sustainable employment opportunities for Indigenous people within our company and to external employers, together with working with communities towards job creation.

Action	Responsibility	Timeline	Measurable Target
RAP to be made available to all MAX staff and to the public on the MAX and the Reconciliation Australia websites	Communications Unit	September 2011	RAP available on Reconciliation Australia and MAX websites





Action	Responsibility	Timeline	Measurable Target
RAP to be reported on annually. Report to be made available on the MAX and Reconciliation Australia websites	Executive Management Team	Annually	Report available on Reconciliation Australia and MAX website
RAP to be refreshed annually. Refreshed RAP to be made available on the MAX and Reconciliation Australia websites	Executive Management Team, Indigenous Advisory Board, staff consultative group	First formal review September 2012	Refreshed RAP approved by Reconciliation Australia and MAX and uploaded on Reconciliation Australia and Max websites

Contact us for further information

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