

Terms of Reference

RAP Working Group

Introduction

Endeavour Foundation and Community Solutions Group (CSG) want to help Aboriginal and Torres Strait Islander peoples, families, and communities. We support reconciliation, which means building better relationships between First Nations peoples and non-Indigenous peoples. Reconciliation is an ongoing effort for everyone.

Our Reconciliation Action Plan (RAP) helps us take action for reconciliation. We have a RAP Working Group that guides our efforts.

Purpose

The RAP Working Group helps us by:

- Making sure everyone at Endeavour Foundation feels included
- Working with Aboriginal and Torres Strait Islander people
- Learning from Aboriginal and Torres Strait Islander employees
- Encouraging all employees to contribute to reconciliation efforts
- Offering career development and connection opportunities for Aboriginal and Torres Strait Islander people
- Supporting our values of Care, Passion, Imagination, and being One

Responsibilities

The RAP Working Group works with the Executive Leadership Team and reports to them. The group's responsibilities are to:

- Talk with employees and the community on reconciliation
- Guides RAP priorities
- Drafts the RAP
- Asks for feedback from employees and stakeholders
- Oversees RAP approval and progress
- Reflects on learnings for future RAPs

The group has an Executive Sponsor and Senior RAP Champions who support and represent the RAP Working Group.

Membership

The RAP working group includes:

- Executive Sponsor: An executive team member
- Chair: Head of Culture and Inclusion
- Senior RAP Champions: Senior or Operational Leaders
 - 1 member from Work Division
 - 2 members from Home & Community
 - 1 member from Community Solutions Group
- At least 2 Aboriginal and Torres Strait Islander employees
- Up to 15 members total from diverse areas of the organisation

New members can join as needed. Leaders should encourage their team to join and support their participation. Aboriginal and Torres Strait Islander employees who join are recognised for their contribution. Non-Indigenous members' participation is part of their role.

Meetings

The RAP Working Group meets monthly for 1.5 hours and as needed for important events. Meetings are held via Microsoft Teams or other accessible ways. The Inclusion and Culture team prepares the meeting.

Reporting

The RAP Working Group reports to the Executive Leadership Team on diversity, equity, and inclusion matters, guided by the Head of Culture and Inclusion.

Related documents

- [QD 5008 Diversity and Inclusion Policy](#)