



**ST VINCENT'S
HOSPITAL**
MELBOURNE

A FACILITY OF ST VINCENT'S HEALTH AUSTRALIA

Aboriginal Employment Plan 2012 - 2015

Table of Contents

Introduction	3
Background	3
Acknowledgement	3
Objective	4
Proposed timeframe and resources	4
Approach	5
Environment	6
Organisation Profile	6
Review Process	6
Aboriginal Community	7
Objectives	8
Strategies	8
Key Initiatives	8
Targets	9
Achievements in Aboriginal employment	11
Overall Employment Strategy Framework	11
Planning and Governance	12
Funding	13
Mentoring	14
Identification of Employment	15
Attraction and Recruitment	16
Internal Preparation	17
Program assessment and reporting	18
Ongoing Support	19
Initiative One: Build upon project opportunities to create momentum and support for Aboriginal employment	20
Initiative Two: Build a comprehensive cultural safety training program for all staff and resources for mentoring Aboriginal staff	21
Initiative Three: Target specific positions	22
Initiative Four: Sustainable career pathways	23
Partnerships and Alliances	24
Key Contacts	25
Reference Material	26
Appendix 1: Summary of review process	27
Appendix 2: Reserving employment positions for Aboriginal people	30
Appendix 3: Employer training funding guide	32
Appendix 4: Health workforce and management resource guide	34
Appendix 5: Labour Force Statistics	36

Introduction

Background

Karreeta is the Gunditjmara word for “grow” and Yirramboi is the Taungurung word meaning “tomorrow”.

Karreeta Yirramboi is the Victorian Government’s plan to improve public-sector employment and career development outcomes for Aboriginal people. The plan spans a timeline of 2010-2015 and responds to COAG’s National Partnership Agreement in Indigenous Economic Participation and a commitment to halve the gap in employment outcomes between Aboriginal and non- Aboriginal people within a decade.

Karreeta Yirramboi sets an Aboriginal employment target of one per cent for the Victorian public sector and requires public-sector organisations with 500 or more employees to develop an Aboriginal Employment Plan (AEP).

The public health sector plays an important part in overall achievement of the one per cent Aboriginal employment target. Thirty two Victorian public health services have a workforce in excess of 500 employees. The aim is to develop individual AEP’s that are tailored to each organisation’s capacity and reflective of the community in which it operates..

The Department of Health has engaged with the Commonwealth Department of Education, Employment and Workforce Relations (DEEWR) to facilitate and coordinate this Aboriginal Employment Plan project. The project is funded by DEEWR, with the Department of Health taking responsibility for selecting the 32 organisations. Priority is given to health services with 500 or more employees. St Vincent’s Hospital Melbourne (St Vincent’s) is one of the organisations selected.

Acknowledgement

St Vincent Hospital Melbourne acknowledges the traditional owners of the land, the Wurundjeri people of the Kulin Nations, are the traditional custodians of this land. The organisation pays its respects to the elders past and present, for they hold the memories, traditions, culture and hopes of Aboriginal Australia.

Objective

The objective of the St Vincent's AEP is to increase employment participation of Aboriginal people at St Vincent's to one per cent of the total workforce. This target is based on head count and not effective full-time equivalent (EFT).

Through the process of increasing Aboriginal employment participation, greater understanding of cultural requirements will be achieved to develop the environment and systems for long-term Aboriginal participation across the entire organisation.

Proposed timeframe and resources

The timeframe for achieving the one per cent employment participation target under Karreeta Yirramboi is from 2012 to 2015.

To achieve the one per cent target, this AEP intends utilising both State and Federal funding sources to assist St Vincent's in minimising financial exposure while creating meaningful training and career opportunities for Aboriginal people.

Although funding is available for wage subsidies and training, St Vincent's will need to source additional resources for supervision, mentoring, cultural awareness training and project management. St Vincent's experience in the area of Aboriginal employment highlights that these components are crucial to any successful Aboriginal employment strategy.

Approach

This AEP is designed to provide practical steps to achieve the one per cent workforce participation goal, as detailed in the Karreeta Yirramboi employment and training plan. The plan is also a response to the following policy initiatives:

1. In 2013 St Vincent's signed the Statement of Intent as part of Closing the Gap, Aboriginal Health Equality Summit. This agreement requires St Vincent's to work with the community to improve equity of access to health services and address social determinants of health. This AEP addresses both of these areas.
2. This AEP is also a key component of the St Vincent's Health Australia Reconciliation Action Plan (SVHA RAP) Focus Area 2: Employment and Training and Focus Area 3: Tracking Progress. Both areas are covered in this AEP and will ensure St Vincent's meets its commitments to progress reconciliation with the Aboriginal community.
3. Consistent with St Vincent's approach to Aboriginal health this AEP will take a continuous quality improvement approach and link to the organisations efforts to address 12.1.2 Assessment and Care Planning in the new EQulPNational Guidelines. Though this criterion focuses on guidelines being available for staff on the specific needs of Aboriginal and Torres Strait Islander patients and consumers, and creating a culturally safe environment, St Vincent's believes this includes increasing employment of Aboriginal staff.
4. St Vincent's strategic plan link, etc.

To ensure this AEP is balanced, an integrated implementation model has been adopted throughout. This model ensures the plan addresses four critical areas:

1. **Resources** – funding, people and infrastructure
2. **Systems** – procedure, preparation, ownership and measurement
3. **Development** – employment initiatives, training and investment
4. **Engagement** – partnerships, networks and strategic alliances

The objectives and outcomes of the plan are spread over the next three years (2012-2015) and will be linked to the SVHA RAP. It is important to remember when utilising this document that it is not a 'static plan'. As opportunities arise and momentum grows through new initiatives and greater employee and partnership participation, this plan must reflect such change.

Environment

Organisation Profile

St Vincent's is part of the St Vincent's Health Australia that includes a range of public and private health services across Australia and is governed by Mary Aikenhead Ministries.

St Vincent's provides medical and surgical services, sub-acute care, aged care, correctional health, mental health services and a range of community and outreach services. With more than 5,700 staff and 880 beds, St Vincent's is Australia's largest non-government, not-for-profit health care provider.

St Vincent's works with collaborative partners, including the University of Melbourne, St Vincent's Institute, O'Brien Institute, Bionics Institute, the University of Wollongong, Eastern Palliative Care and the Australian Catholic University, to deliver high quality treatment, teaching, education and research.

St Vincent's is continually looking for ways to improve its services to the Aboriginal community. The Aboriginal Hospital Liaison Officer Program, established at St Vincent's in 1982 and funded by the Koori Health Unit in the Department of Human Services (now known as the Department of Health), has been a key initiative. Since the mid-1990s, a full-time Aboriginal Hospital Liaison Officer has been based at St Vincent's to improve access for Aboriginal people and the program currently employs three people in this area.

St Vincent's primary mechanism for improving health services for the Aboriginal community involves working in partnership with Aboriginal community organisations. The St Vincent's Aboriginal Health Advisory Committee and a commitment by the hospital over many years has resulted in the prioritisation of Aboriginal health projects. This committee has been on hold for the past 12 months but ongoing partnership work with the community has continued on a one-to-one basis.

Aboriginal health at St Vincent's sits within the Mission Directorate, which has focused on supporting greater access for patients in the community who experience disadvantage.

Review Process

Relevant staff have been interviewed as part of an internal review process to determine the requirements for this AEP. Please see Appendix 1.

Aboriginal Community

A distinctive feature of St Vincent's is the organisation's long association with the local Aboriginal community. This is, in part, a reflection of locality; the Wurundjeri (Woiwurrung) people have lived, worked and looked after the land in the area now known as Fitzroy since long before recorded European history.

In 2009, the City of Yarra developed a walking map to enable people to take a self-guided tour on the 'Fitzroy Aboriginal Heritage Walking Trail', which identifies places of significance to the local Aboriginal community. The Aboriginal Hospital Liaison Officers at St Vincent's have actively promoted the walking trail to hospital staff as an introduction to the local Aboriginal community.

Despite the effects of colonisation, Aboriginal people and their local culture survived in Fitzroy and the strong bonds between families and clans were not broken. From the 1920s onwards, the Aboriginal community of Melbourne steadily increased with a wave of people arriving from missions. By the 1950s, Fitzroy supported a community of more than 300 Aboriginal people, with many living in surrounding inner city suburbs. During this time, Fitzroy became the largest Aboriginal community in Victoria, and the social and political hub of Aboriginal Melbourne.

Despite its changing face, Gertrude Street, Fitzroy, has in particular remained a place of historical significance for Aboriginal people living in Melbourne and beyond. Aboriginal families dislocated by the Stolen Generations policy were reunited in parks and buildings around Gertrude Street, while many of the early institutions and organisations working to promote the rights of Aboriginal people were founded and operated in the area. Of particular significance is a site known as 'The Meeting Place' at the Atherton Gardens Estate, where an event was held in 2011 to honour the Aboriginal history of Fitzroy.

The commitment by St Vincent's to improving the health of Aboriginal people is demonstrated by the organisation's participation in the 'Improving Care for Aboriginal and Torres Strait Islander Patients' (ICAP) program. The program was established in 2004 to improve the quality of the health services delivered to the Aboriginal community. It was recognised that changes in services needed to be undertaken in consultation and partnership with the Aboriginal community.

The ICAP program involved a partnership between the Department of Human Services (DHS) and the Victorian Aboriginal Community Controlled Health Organisation (VACCHO), focusing primarily on outcomes and cultural change in health services. St Vincent's has also regularly engaged Aboriginal trainees through VACCHO.

Objectives

Strategies

As described above, each public health service must strive towards the achievement of one per cent workforce participation of Aboriginal people by 2015 and continue to work to address the SVHA RAP and Statement of Intent commitments.

St Vincent's has the ability to provide workforce outcomes in a variety of vocations. Strategies have been developed at all levels of health career opportunities, from professional clinical roles through to support roles in medical, clerical and environmental areas.

The diverse nature of St Vincent's provides a unique opportunity for prospective Aboriginal employees; this is especially so given its geographical location and the important role the area has played in Aboriginal history throughout Melbourne.

When you combine the variety of employment opportunities, with the possibility of further linkages to the popular Bachelor of Nursing course at the neighbouring Australian Catholic University, St Vincent's has a unique proposition for prospective Aboriginal employees.

Following the introduction of the new Equal Opportunity Act 2010 in August 2011, St Vincent's can advertise and reserve positions for Aboriginal applicants without applying for anti-discrimination exemption from the Victorian Civil and Administrative Tribunal (VCAT). This change in policy allows St Vincent's Health to target specific sectors of the organisation for Aboriginal employment

Key Initiatives

Detailed strategies and actions are provided for the following initiatives. These initiatives for St Vincent's Aboriginal Employment Plan are designed to provide a proactive and practical approach to achieving the one per cent Aboriginal employment target by 2015.

The initiatives are divided into five key areas:

1. Build on current project opportunities to create momentum and support for Aboriginal employment (Aboriginal Hospital Liaison Officers, Aboriginal Health Workers and Aboriginal Cadetship program);
2. Build comprehensive cultural safety training for all staff and resources for mentoring Aboriginal staff;
3. Target and set aside employment opportunities through HR recruitment; and
4. Provide resourcing, training and support for Aboriginal employees to develop sustainable career pathways.

Each key area has specific detailed strategies to achieve the outcome. An indicative time line has been provided to assist in the implementation.

Targets

St Vincent's currently employs 15 Aboriginal staff members, representing 0.26 per cent of the total workforce of 5,700 people. To fulfil the one per cent Karreeta Yirramboi target, the organisation requires a total of 57 Aboriginal employees.

Importantly, the emphasis within this plan is on the introduction of new career pathways for Aboriginal employees that are sustainable and rewarding for both the individual and organisation.



**ST VINCENT'S
HOSPITAL**
MELBOURNE

A FACILITY OF ST VINCENT'S HEALTH AUSTRALIA

Implementation Plan

Achievements in Aboriginal Employment

Since the inception of the Aboriginal Hospital Liaison Officer (AHLO) Program in 1982, St Vincent's has made considerable progress in the employment of Aboriginal people; at present, there are now three Aboriginal Hospital Liaison Officers, one of whom is a Senior AHLO.

Notably, St Vincent's has also been successfully operating an Aboriginal Nursing Cadetship Program for the past two years with students who are studying a Bachelor of Nursing at local universities. It was originally established as a pilot program with an administrator funded to oversee it for two days a week. During 2012 there were four Aboriginal nurses employed in the program who were studying at Deakin University, Victoria University and RMIT. As part of this program, a 12 week clinical work placement was arranged for the cadets who came from Deakin University, Geelong, and the Australian Catholic University, Melbourne.

Overall Employment Strategy Framework

The sections detailed below are designed to work in conjunction with the employment initiatives. It is critically important to assess the actions in each of these strategies when implementing any part of the employment initiatives.

Planning and Governance

Crucial to the success of this plan’s implementation is the identification of key responsibilities for delivery of the strategies and actions. This includes guiding the implementation process and, secondly, monitoring and assessing the progress of the Aboriginal employment initiatives.

Strategy	Action	Time Frame
<p>Establish responsibility for delivering the Aboriginal Employment Plan</p>	<ul style="list-style-type: none"> • Key drivers of the plan are Human Resources and Mission • Internal key stakeholders: <ul style="list-style-type: none"> - Human Resources Manager - Director of Mission - Aboriginal Liaison Officers - Relevant department managers and staff • External key stakeholders include: <ul style="list-style-type: none"> - Registered Training Organisations - Local Learning & Education Network - TAFE / University - Australian Apprenticeship Centre (AAC) - Secondary schools representative 	
<p>Responsibilities</p>	<ul style="list-style-type: none"> • Allocate responsibility for actioning strategic areas of the Aboriginal Employment Plan • Informing organisation about new employment projects and funding available to St Vincent's 	
<p>Reporting requirements</p>	<ul style="list-style-type: none"> • Determine the reporting structure between HR / Mission and St Vincent's executive 	

Funding

Access to State and Federal funding is critical to the success of this plan. Detailed below are some of the sources of funding available to assist with its implementation. The success of the AEP requires dedicated long-term funding solutions to support the establishment of the Aboriginal Health and Wellbeing Unit.

Strategy	Action	Time Frame
<p>Determine funding methods for Aboriginal Employment Program</p>	<ul style="list-style-type: none"> • Utilise following funding streams to implement Aboriginal Employment Plan: <ul style="list-style-type: none"> - Youth Employment Scheme (see details in resources section of this plan) - Indigenous wage subsidy (see details in resource section of this plan) - Skills Victoria funding (details in resources) • Internal funding options explored and requested through St Vincent's and SVHA • STV Foundation possibility 	

Mentoring

Mentoring is an essential part of the engagement process for Aboriginal employees. A system will be introduced to ensure each new Aboriginal employee is supported by a mentoring program for the life of their employment with St Vincent's. Importantly, this strategy will include selection and training of mentors to prepare them for this important task. All Aboriginal staff should be offered a connection to an Aboriginal mentor, but mentors can be, after receiving training, drawn from mainstream staff. Importantly, St Vincent's has an opportunity to learn from its Aboriginal employees. Mentoring and advice to management and staff is vital in ensuring a culturally safe environment is provided to all current and future Aboriginal employees.

Strategy	Action	Time Frame
<p>Continue a mentoring program within St Vincent's</p>	<ul style="list-style-type: none"> • Develop an attraction and selection process for mentors • Provide training to all nominated mentors • Implement a one-day training program for all nominated mentors • Partner mentors with new employees on the first day of employment • Develop a process of utilising Aboriginal employees' knowledge to support and mentor staff in the requirements of Aboriginal cultural needs 	
<p>Program evaluation</p>	<ul style="list-style-type: none"> • Develop measures to determine effectiveness of the mentoring, include surveying of mentors and employees to identify future improvements 	

Identification of Employment

A vital step in the process of implementing an AEP is to identify opportunities within the organisation that will provide the environment for positive employment and participation outcomes and allow access to funding and resource streams.

Strategy	Action	Time Frame
<p>Identification of employment opportunities throughout St Vincent's</p>	<ul style="list-style-type: none"> • Identification of departments within St Vincent's that will demonstrate the desired culture and can resource the employment of Aboriginal employees • Identification of St Vincent's target positions with potential for Aboriginal employment opportunities • Determine process to and opportunity for the quarantining of Aboriginal employment positions within St Vincent's 	
<p>Determine funding opportunities to assist employment outcomes (see table below)</p>	<ul style="list-style-type: none"> • Utilising the information in the funding table and resource materials provided in this plan, determine if subsidies and training grants are available for targeting positions 	

Attraction and Recruitment

St Vincent’s will enhance its ability to attract and recruit Aboriginal people through innovative processes that explore a variety of recruitment and attraction methods.

Successful recruitment of Aboriginal employees is often achieved through the establishment of networks and partnerships. The strategy below emphasises this approach:

Strategy	Action	Time Frame
<p>Marketing of St Vincent’s opportunities</p>	<ul style="list-style-type: none"> • Establish networks within the local Aboriginal community to introduce new employment opportunities at St Vincent’s • Develop marketing opportunities through St Vincent’s open days and student placements • Advertise Aboriginal positions and targeted areas using optimum and direct methods –e.g. ‘Koori News’, direct to Aboriginal community organisations and through universities • Continue to foster relationships with external communities and stakeholders 	
<p>Develop culturally aware selection process</p>	<ul style="list-style-type: none"> • Where possible, include an Aboriginal panel member(s) on selection panel • Provide pre-interview support and guidance to applicants • Ensure the interview process is engaging by selecting a relaxed environment interviewing that includes cultural recognition • Structure questions and interview techniques that will engage an audience who may be attending their first formal interview. Consider introducing a story-based approach to interviewing instead of the standard question and answer technique. • Provide feedback on interview performance for each candidate interviewed with practical tips for improvement • Implementation of extended orientation program to introduce Aboriginal employees to St Vincent’s 	

Internal Preparation

Internal preparation and training within each business unit assigned to welcoming new Aboriginal employees will ensure expectations and standards are understood before commencement. As St Vincent’s Health will be engaging some Aboriginal employees who may be entering the workforce for the first time, this process will focus on strategies, training techniques and systems for hosting new employees.

Strategy	Action	Time Frame
Develop a culturally aware Orientation Program & induction for trainees	<ul style="list-style-type: none"> Develop an extended induction and orientation program suitable for Aboriginal employees 	
Supervisor training and expectations	<ul style="list-style-type: none"> Develop a training program for managers and supervisors in best practice methods for training and supervising Aboriginal employees 	
Department and management preparation	<ul style="list-style-type: none"> Ensure the environment of each department is welcoming to Aboriginal employees Develop a program for the first 90 days of employment Establish communication and reporting requirements within departments 	
Reporting and grievance	<ul style="list-style-type: none"> Establish communication and reporting guidelines and requirements (e.g. HR) between the department hosting Aboriginal employees and other departments Ensure an Aboriginal staff member is involved by HR department in any grievance processes Develop grievance procedure for supervisors, managers and employees 	
Policy and procedure improvements	<ul style="list-style-type: none"> Develop policies and procedures that address attendance to funerals and Aboriginal community events Establish trainee and apprenticeship specific policies and procedures to ensure St Vincent’s monitors and collects Government funding incentives Record data collected from St Vincent’s application form to assist in Aboriginal and Torres Strait Islander identification process and allow assessment of Aboriginal and Torres Strait Islander presentation for employment 	

Program assessment and reporting

This is not a ‘static plan’. Ongoing assessment and reporting of progress and outcomes to senior management will allow for adjustments and improvements as the plan progresses. A system of consistent measuring will ensure quality improvement measures are implemented as the employment of Aboriginal employees becomes ingrained within St Vincent’s culture over the coming years.

Strategy	Action	Time Frame
<p>Communication between HR and Mission</p>	<ul style="list-style-type: none"> Decide on regularity and form of communication Prepare a standard report format to inform executive of plan progress 	
<p>HR and Mission produce regular reports from meetings for St Vincent’s board & executive</p>	<ul style="list-style-type: none"> Produce reports for the St Vincent’s board, executive team and general community advising progress of the Aboriginal employment program Develop a strategy to assess the ongoing effectiveness of the Aboriginal employment program Determine the reporting requirements to the Department of Health and other funding providers Celebrate achievements and milestones through the Working Group and program evaluation 	

Ongoing Support

Ongoing monitoring and support of all Aboriginal employees will ensure barriers and challenges are addressed before leading to attrition. The manager of Aboriginal Health and the development of an Aboriginal Health Team at St Vincent’s will provide systems and processes to ensure communication and support are maintained throughout the life of employment with the organisation.

Strategy	Action	Time Frame
Support and Mentoring	<ul style="list-style-type: none"> • Establish a meeting place at St Vincent’s for Aboriginal employees and program coordinators • Ensure the meeting place is welcoming and the process of engagement is relaxed and informal 	
Evaluation	<ul style="list-style-type: none"> • Design an engagement / performance measuring process for each Aboriginal employee and method of communication • Monitor linkages between mentors, supervisors, employees and managers • Schedule a quarterly meeting of all parties to celebrate achievements and to assess progress 	

Initiative One: Build upon project opportunities to create momentum and support for Aboriginal employment

The Aboriginal Nursing Cadetship Pilot program has proven successful in increasing the numbers of Aboriginal nursing staff within St Vincent’s. Directly, this program has provided one Aboriginal graduate nurse to St Vincent’s and indirectly it has facilitated the recruitment of three more nurses. This program has also facilitated a greater awareness by other St Vincent’s staff of the cultural needs of Aboriginal employees and provided a culturally safe work environment. The program builds on an Aboriginal nursing student’s skills, knowledge and confidence to provide them with the best opportunity to be successful in obtaining a graduate nurse position. This will assist Aboriginal nursing students to become great nurses and promote the value of nursing as a career of choice within the Aboriginal community.

Strategy	Action	Time Frame
<p>Maintain an Aboriginal Nursing Cadetship program with a minimum of two cadets per year</p>	<ul style="list-style-type: none"> Maintain Cadetship Coordinator role who is ideally an Aboriginal nurse to coordinate and provide clinical support and mentoring 	

Initiative Two: Build a comprehensive cultural safety training program for all staff and resources for mentoring Aboriginal staff

St Vincent's has implemented several cultural awareness programs over recent years. This initiative will build on this awareness and training to develop a comprehensive program of training and mentoring to ensure the ongoing cultural safety of Aboriginal employees.

Strategy	Actions	Time Frame
Secure the place of Aboriginal Health training and support within AH Unit within Mission Directorate	<ul style="list-style-type: none"> Situate the training and mentoring within soon-to-be developed Aboriginal Health and Wellbeing units 	
Define training requirements	<ul style="list-style-type: none"> Identify departments and positions where cultural training is required Assess if the training can be accessed internally through Aboriginal Staff and Mission Determine if external training is required 	
Identify partnerships for training service delivery	<ul style="list-style-type: none"> Liaise with VACCHO to identify suitable cultural training packages for comparison and consideration. Establish the required partnerships with training organisation to deliver the training required at St Vincent's. Assess the performance of the training organisation and the potential of delivering high standards of training to St Vincent's. 	
Determine internal training facilities and resources	<ul style="list-style-type: none"> Determine the training facilities required for the training Assess the human resources required to assist with the St Vincent's based competency training Establish the technology and infrastructure requirements to employ and train each Aboriginal employee 	
Identify and deliver best practice mentoring training packages	<ul style="list-style-type: none"> Build on the mentoring strategies developed in relation to Aboriginal Nursing Cadetship project Tap into and align with the Nursing Education Unit mentoring resources and strategies Research available best practice mentoring training Utilise the actions detailed in the framework strategies above ('Mentoring' section). 	

Initiative Three: Target specific positions

Initiative three details the direct response of the Human Resources team to educate staff about the AEP (especially in relation to changes in the Equal Opportunity Act 2010 which allow positions to be held for Aboriginal people), assist the wider St Vincent’s community to identify and quarantine positions for Aboriginal people and target recruitment strategies to achieve this desired outcome.

Objective	Strategies / Actions	Time Frame
<p>Quarantining positions</p>	<ul style="list-style-type: none"> • St Vincent’s can quarantine positions for Aboriginal employees under changes to the Equal Opportunity Act 2010 • Identify vacancies throughout the year at St Vincent’s that could be attractive to Aboriginal employees. In this process consider how Aboriginal nursing students may be targeted to assist in linking them to St Vincent’s. • Strategically focus on two departments per year and set targets to increase Aboriginal employment in that area with full support • Market identified opportunities through Koori media, universities and local networks in consultation with Senior Aboriginal Liaison Officer (SALO). • Ensure new employees complete the extended orientation program and have access to support through the mentorship program identified as a nested strategy (initiative one) 	

Initiative Four: Sustainable Career Pathways

St Vincent’s has a history of engagement and employment of Aboriginal people. This initiative aims to establish the objectives and actions that will provide professional development, training and support to ensure Aboriginal employees are engaged in sustainable and rewarding employment.

Objective	Actions	Time Frame
<p>Define employee professional development and training requirements</p>	<ul style="list-style-type: none"> • Identify employees for professional development and training • Develop a career pathway and skills matrix for each individual staff member • Identify and scope specific professional development and training required for employees • Identify funding availability to assist in training and professional development needs 	
<p>Identify partnerships for training service delivery</p>	<ul style="list-style-type: none"> • Establish the required partnerships with TAFE, RTO or university to deliver the training and professional development required • Assess the performance of the training organisation and the potential of delivering high standards of competency training to St Vincent’s • Establish with the training organisation the communication methods and frequency to monitor employee’s training progress • Assess the RTO’s, TAFE’s or universities’ capacity to assist with literacy and numeracy training – consider using the DEEWR WELL program to assist if required (see details in resources section) • Formally document negotiations and expectations with training provider 	
<p>Determine internal training facilities and resources</p>	<ul style="list-style-type: none"> • Determine the training facilities required for the training or professional development during the training period • Assess the human resources required to assist with the training • Establish the technology and infrastructure requirements to employ and train each Aboriginal employee 	

Partnerships and Alliances

The success of this plan relies heavily on the strength of key partnerships and alliances.

The table below summarises the identified partnerships and alliances required to deliver this plan.

The plan has been tested with the listed organisations and all have responded positively to engaging with St Vincent’s and assisting in the strategies outlined here.

Contact information for each organisation is detailed in the ‘Key Contacts’ section of this plan.

Organisation	Connection
Aboriginal Communities	<ul style="list-style-type: none"> ACCHO
Universities	<ul style="list-style-type: none"> ACU RMIT University provides nursing and other relevant courses for potential employees and has support for Aboriginal students through the Ngara Willam Centre The following universities provide degree courses and specific support through their Indigenous student support units: <ul style="list-style-type: none"> Monash University Deakin University, Geelong Campus La Trobe University, Bundoora University of Melbourne, Melbourne
TAFE	<ul style="list-style-type: none"> Northern Melbourne Institute of TAFE (NMIT) can provide competency-based training. NMIT has an active Koorie Services Centre providing support to Aboriginal students
Registered Training Organisations	<ul style="list-style-type: none"> VACCHO is an Aboriginal Health organisation that supports the Aboriginal Health Services across Victoria. It is a Registered Training Organisation and can provide competency training in the health sector
Australian Apprenticeships Centres	<ul style="list-style-type: none">
Local secondary Schools	<ul style="list-style-type: none">

Key Contacts

St Vincent's

Angela Nolan- Director of People and Organisational Development

Lisa McDonald – Director of Mission

- > 41 Victoria Parade, Fitzroy VIC 3065
- > Angela: Tel: (03) 9288 2843 Lisa Tel: (03) 9288 3929
- > Email: angela.nolan@svhm.org.au lisa.mcdonald@svhm.org.au

RMIT University

Stuart McFarlane - Manager, Ngara Willam Centre

- > Level 4, Building 12, City Campus
- > 124 La Trobe Street, Melbourne, VIC 3000
- > Tel: (03) 9925 4885
- > Email: stuart.mcfarlane@rmit.edu.au

Victorian Aboriginal Community Controlled Health Organisation Incorporated (VACCHO)

Carol Williams - RTO Manager – Education and Training Unit

- > Mobile: 0419 379 245
- > Phone: 03 9419 3350
- > Email: carolw@vaccho.com.au

Australian Catholic University

Naomi Wolfe – Indigenous Coordinator

- > 115 Victoria Parade, Fitzroy VIC 3065
- > Mobile:
- > Phone: 03 9953 3000
- > Email:

Reference Material

Appendix 1: Summary of review process

Appendix 2: Reserving employment positions for Aboriginal people

Appendix 3: Employer training funding guide

Appendix 4: Health workforce and management resource guide

Appendix 5: Labour Force Statistics

Appendix 1: Summary of Review Process

To determine the requirements of the AEP an internal review process was completed. Importantly, this included interviews with current Aboriginal employees and key managers to determine quality improvements for future Aboriginal employment.

Below is a summary of the outcomes of interviews conducted with:

- Current Aboriginal Nurse
- Surgical Services Management
- Practice Development Management
- Learning and Development Management
- Aboriginal Liaison Officers
- Senior Aboriginal Liaison Officer
- Alert Team Management
- Aboriginal Health Research staff
- Nurse Education Management
- Co-ordinator Aboriginal Health Projects
- Emergency Department Management
- Mental Health Management
- Environmental Services Supervisors
- ALO Program Supervisors
- Nursing Unit Management
- Catering Management

From the data, the following broad findings were established:

- St Vincent's is currently recognised as being at the forefront of Aboriginal employment and inclusiveness throughout the Victorian public health sector. This is owing to a number of initiatives already in place and the strong support of an Aboriginal health program;
- One of the major issues affecting Aboriginal students enrolled in nursing programs at universities is the attrition rate from first to second year. For example, Aboriginal students enrolled in Australian Catholic University's nursing program drop from approximately 50 in year one to 15 in year two. This is due to a number of factors including lack of study support, difficulty with lifestyle and adapting to other factors,
- St Vincent's has a unique relationship with Australian Catholic University through its research unit, in terms of its location and current working link. A strong recommendation has been made to continue this via the development of an Aboriginal nursing education structure and subsequent assistance (study support, employment opportunities, mentoring etc.);
- St Vincent's currently runs a successful Aboriginal nursing cadetship program with students who are studying a Bachelor of Nursing at local universities. This is a pilot program with funding for a coordinator two days per week to oversee the program. The pilot phase has been completed, resulting in the employment of three Aboriginal graduate nurses and funding to extend the program until the end of 2013 in order to support the current students to the end of their final year;
- Five nominated state-wide Aboriginal beds for the mental health area are located at St Vincent's. Patients are referred to the beds through the Victorian Aboriginal Health Service and have had access to a part-time Aboriginal Mental Health Liaison Officer;
- A primary goal of this AEP should be the employment of Aboriginal health professionals at the hospital and St Vincent's being recognised as the employer of choice for Aboriginal health professionals;

- Current links with the Australian Indigenous Doctors Association and the promotion of specialist research being undertaken into Aboriginal health should be maintained and promoted to attract those professionals to the organisation;
- Cultural awareness and safety are key elements to Aboriginal employment being successful at St Vincent's. This training, for all levels of staff, must be as practical as possible and undertaken by those who in the past may have found reasons not to participate;
- Any mentoring training provided as part of this AEP would need to provide tangible benefits for both parties and not become another 'chore' for management-level staff. The STAR peer support program should also be incorporated into any developed employment program;
- Any positions made available through the AEP need 'normality' and every effort made to ensure they are not seen as 'special' jobs reserved purely for Aboriginal people;
- St Vincent's would like to be seen as the leader in providing structured pathways and suitable recognition for Aboriginal Liaison Officers throughout the country and setting the benchmark for this important development;
- As St Vincent's admits large numbers of Aboriginal patients, finding suitable positions for Aboriginal people in obvious places could be a method of building two-way trust in the hospital; and
- Other identified entry-level positions to consider include patient support, allied health assistants, environmental and catering (linking with Charcoal Lane), administration and clerica.

Reserving employment positions for Aboriginal people

health

August 2012

Using 'special measures' in the Equal Opportunity Act

Advertising and reserving positions for Aboriginal people is a significant and effective way of attracting Aboriginal applicants and increasing recruitment opportunities for Aboriginal people.

Since the introduction of the new *Equal Opportunity Act 2010* (the Act) in August 2011, employers are no longer required to seek an anti-discrimination exemption to advertise and reserve a position for Aboriginal candidates through the Victorian Civil and Administrative Tribunal (VCAT).

The special measures provision¹ in the Act has made the process of reserving positions for Aboriginal people simpler. This has also been confirmed in a recent matter that went to VCAT in the Human Rights Division within the Anti-Discrimination List.² A special measure is not an exemption to the Act because the activity undertaken through the special measure is deemed not to be discriminatory. Special measures allow employers to impose reasonable restrictions on eligibility criteria on the basis that the measure is 'promoting or realising substantive equality for members of a group with a particular attribute'.³

Health services seeking to use the special measures provision in the Act must define the purpose of the special measure (as it relates specifically to their respective work environment) and what the substantive equality it is seeking to promote or realise is. A special measure must satisfy the following criteria⁴:

- Undertaken in good faith for achieving the purpose**

In this context the purpose is to promote and realise equitable representation of Aboriginal people within the public sector workforce, within the health sector workforce and within the workforce of the individual health service. It is, however, possible for a special measure to have more than one purpose as long as one of its purposes is aimed toward promoting or realising substantive equality for Aboriginal people.⁵
- Reasonably likely to achieve the purpose**

It must be reasonably likely that by only considering Aboriginal applicants for a particular position the organisation will be able to achieve equitable Aboriginal representation in its workforce.
- A proportionate means of achieving the purpose**

The number of positions within an organisation that are reserved for Aboriginal applicants should not exceed the target of achieving equitable Aboriginal representation within the workforce. In some cases, an organisation's target for achieving equitable Aboriginal representation may be greater than the one per cent target generally provided in *Karreeta Yirramboi*.
- Justified because the members of the group have a particular need for advancement or assistance**

Aboriginal people are under-represented in the Victorian public health sector workforce. State Services Authority workforce data collected in November 2010 showed that Aboriginal people make up only 0.1 per cent of the public health sector workforce,⁶ despite accounting for 0.54 per cent of Victoria's working-age

¹ *Equal Opportunity Act 2010* (Vic) s. 12.

² *Cummeragunja Housing & Development Aboriginal Corporation (Anti-Discrimination Exemption)* [2011] VCAT 2237.

³ *Equal Opportunity Act 2010* (Vic) s. 12(3).

⁴ *Ibid.*

⁵ *Equal Opportunity Act 2010* (Vic) s. 12(4)(b).

⁶ State Services Authority, 2011, *Indigenous employment: Victorian public sector*, State Government of Victoria, Melbourne, p. 3.

population.⁷ Public health is the largest employer in the public sector, accounting for 38 per cent of the public sector workforce, however, only accommodating 11 per cent of the Aboriginal public sector workforce.⁸

Using a special measure

A special measure is not considered discrimination and does not require an exemption under the Act. However, in the event that a special measure is challenged as being discriminatory (for example, by a non-Aboriginal person who is ineligible to apply for a position by reason of the special measure), the burden falls to the employer to prove the validity of the special measure.

Although there are no specific documentation requirements for implementing special measures, the following actions are advisable:

- **Develop an Aboriginal employment plan that explicitly states the reason for increasing Aboriginal employment (the purpose) and details the targets and timelines**

Under *Karreeta Yirramboi* all public sector employers (including health services) with more than 500 staff are required to develop an Aboriginal employment plan; smaller health services are encouraged to do the same. *Karreeta Yirramboi* sets an Aboriginal employment target of one per cent and this can be cited to provide further validity to the special measure.

- **Cite section 12 of the Equal Opportunity Act whenever describing or undertaking activity relating to the special measure**

The following text should be included in Aboriginal employment plans, employment advertisements, strategy documents and any other material where activity related to the special measures is referenced: *'This action/activity constitutes a special measure under section 12 of the Equal Opportunity Act 2010.'*

- **Monitor targets**

Once a special measure has succeeded in achieving the promotion or realisation of substantive equality, it is no longer a special measure and it must cease.⁹ Special measures are not intended to set up separate rights permanently for different groups of people. This means that if a health service sets out to employ a specific number of Aboriginal people and uses the special measures provision to reserve positions, once that target has been reached the health service will need to consider whether the purpose of the special measure has been achieved. Once this has occurred, the organisation may no longer reserve positions for Aboriginal people. Organisations should establish a review date to determine if the stated purpose of a special measure continues to be relevant, particularly if there is a change in business requirements or a change in the structure of the organisation.

- **Seek an exemption from VCAT for all activity that falls outside of the special measures provision**

Reserving positions for Aboriginal applicants for purposes other than promoting or realising substantive equality does not constitute a special measure. For example, if a health service seeks to employ an Aboriginal person solely because specific Aboriginal cultural attributes are desirable in a particular position, an exemption must be obtained from VCAT for the activity not to be deemed discriminatory.

For more information about whether a special measure applies, seek advice from the Victorian Equal Opportunity and Human Rights Commission on 1300 292 153.

Prepared by the Workforce, Leadership and Development Branch, August 2012

Authorised by the Victorian Government, Melbourne. To receive this publication in an accessible format phone 9096 0590. This document is available electronically from www.health.vic.gov.au/aboriginalhealth/publications/

⁷ Department of Planning and Community Development, 2010, *Karreeta Yirramboi*, State Government of Victoria, Melbourne, p. 2.

⁸ State Services Authority, 2011, *Indigenous employment: Victorian public sector*, State Government of Victoria, Melbourne, p. 3.

⁹ *Equal Opportunity Act 2010* (Vic) s. 12(7).

Appendix 3

Employer training funding guide

health

The Department of Health is committed to building the Aboriginal workforce in Victoria by increasing Aboriginal employment and training opportunities. To assist the health and community services sector there are a number of programs that can support workforce recruitment, retention and mentoring within their organisation. This quick reference guide can assist managers and human resources staff to develop Aboriginal workforce capacity.

Source	Incentive	Amount	Eligibility	How it is paid	More information
Commonwealth Government (Australian Apprenticeship Centre)	Commencement	\$1,500	For employers who commence an apprentice in a Certificate III, IV, Diploma or Advanced Diploma qualification	Paid to the employer	www.australianapprenticeships.gov.au/
	Recommencement	\$750	For employers who recommencement an apprentice in a Certificate III, IV, Diploma or Advanced Diploma qualification	Paid to the employer	
	Completion	\$2,500	For employers of an apprentice who completes a Certificate III, IV, Diploma or Advanced Diploma qualification	Paid to the employer	www.australianapprenticeships.gov.au/FAQ/Publications.asp
	Adult	Up to \$13,000 over two years (full-time)	For adult workers (over 25) who undertake an apprenticeship in a Certificate III, IV, Diploma or Advanced Diploma qualification	Paid to the employer or the apprentice depending on the apprentice wage	To contact your nearest Australian Apprenticeship Centre search www.australianapprenticeships.gov.au/search/aacsearch.asp
	Mature age	\$750 on commencement \$750 on completion	For employers of an apprentice in a Certificate II or higher qualification who is disadvantaged and aged 45 years or more	Paid to the employer	
	School-based	\$750 on commencement \$750 on retention	For employers who commence an apprentice in an endorsed Australian School-based apprenticeship in a Certificate II or higher qualification / For employers who continue to employ the apprentice after they have finished secondary school	Paid to the employer	
	Disability assistance	\$104.30 per week (full-time)	For employers of an apprentice with a disability undertaking a Certificate II or higher qualification	Paid to the employer	
	Living away from home allowance	\$77.17 per week for the first year \$38.59 per week for the second year \$25 per week for the third year	For apprentices undertaking a Certificate II or higher qualification who have to move away from home to commence or remain in the apprenticeship or are homeless	Paid to the apprentice	
Department of Education, Employment and Workplace Relations (DEEWR)	Indigenous Employment Program	\$6,600 (over 26 weeks)	For ongoing full-time employment (35 hours or more)	Paid to the employer as a set rate subsidy of \$4,400 and retention bonuses of \$1,100 paid at 13 weeks and 26 weeks of employment.	www.deewr.gov.au/Indigenous/Employment/Programs/Pages/IndigenousWageSubsidy.aspx For tailored support for Aboriginal employment and training contact the DEEWR Indigenous Services Branch: Matthew Nichols on (03) 9954 2811 or email matt.nicholls@deewr.gov.au or Stephanie Coverdale on (03) 9954 2812 or email stephanie.coverdale@deewr.gov.au
		\$3,300 (over 26 weeks)	For ongoing part-time work (at least 15 hours a week)	Paid to the employer as a set rate subsidy of \$2,200 and retention bonuses of \$550 paid at 13 weeks and 26 weeks of employment.	
	Indigenous Cadetship Support	Up to \$14,100 per annum	For a person of Aboriginal or Torres Strait Islander descent who is: <ul style="list-style-type: none"> Enrolled in a diploma, advanced diploma or undergraduate degree course Enrolled in full-time study at TAFE, or other registered training organisation or university in Australia 	Paid to the employer	www.ics.deewr.gov.au/Home.aspx



Source	Incentive	Amount	Eligibility	How it is paid	More information
Department of Health	Youth Employment Scheme (formerly the Victorianworks for Young People scheme)	\$4,500 Full-time traineeship or paid pro-rata over 2 years for part-time \$1,800 school based traineeship	For young people who are aged 15-24 year at the commencement of their traineeship and: <ul style="list-style-type: none"> • Are unemployed or not working more than 15 hours a week • Are not currently engaged in tertiary education • Have not attained a university level qualification (excluding certificate level 1-4 courses) 	Paid to the employer in 6-monthly instalments commencing 6 months after commencement of the traineeship	Contact Jonathan Oh on (03) 9096 9847 or email jonathan.oh@health.vic.gov.au
Department of Education and Early Childhood Development	Victorian Training Guarantee / Indigenous Completions Initiative	Registered Training Organisations determine the tuition fees for courses. Subsidised tuition (value will depend on the individual course)	For students undertaking an approved course of study who are aged 20 years or less and seeking a qualification that is higher than the highest qualification already held. Under the Indigenous Completions Initiative Indigenous students who are eligible for the Victorian training guarantee pay a concessional fee that is 20 per cent of the fee charged for a non-concessional enrolment.	Claimed directly by the RTO so the student pays only concessional rate	www.skills.vic.gov.au/get-training/get-funding

Other resources

Careers that matter is a web-site for careers in community services and health, and includes Aboriginal and Torres Strait Islander Community Services and Health workers. It provides job profiles as well as information on pathways and apprenticeships, education and training, workplace learning and scholarships. Visit www.careersthatmatter.com.au

Health Heroes is a website that promotes careers in health for Aboriginal and Torres Strait Islander peoples. Visit <http://www.healthheroes.health.gov.au/>. This site includes information on jobs, training and financial support.

The State Services Authority has released the *Karreeta Yirramboi: An Employer Toolkit to grow Aboriginal Employment in your organisation*. A copy can be downloaded from <http://www.ssa.vic.gov.au/products/workforce-html-only/karreeta-yirramboi.html>

Mentoring

Congress of Aboriginal and Torres Strait Islander Nurses (CATSIN) offer a mentoring program to help individuals studying to be a nurse or midwife. Further information is available at www.catsin.org.au

The Indigenous Leadership Network Victoria (ILNV) has a number of Indigenous and non-Indigenous mentors available to mentor young Indigenous people and youth through the Yapaneyepuk Mentor bank scheme. Visit www.youthmentoringvic.org.au

The Australian Youth Mentoring Network is a national hub for youth mentoring research, tools and resources. Visit www.youthmentoring.org.au.

This document is available electronically from <http://www.health.vic.gov.au/aboriginalhealth/publications/publications.htm>. For further information please contact Sue Davey, Senior Policy Advisor, Closing the Gap Aboriginal Health Workforce, Department of Health on (03) 9096 7869 or email sue.davey@health.vic.gov.au

This is not a complete list of employer training funding opportunities and is intended as a guide only. The information is subject to change. In compiling this resource the Department of Health takes no responsibility for the accuracy of the information contained within. Please refer to the relevant funding providers for the most current eligibility criteria and funding values before making any decisions based on this information.

Appendix 4

Health workforce and management resource guide

health

November 2011

Institution	Program/document	Purpose	Program details/target group/value	Application details	Contacts/websites
Nursing and medicine					
Australian Medical Association (AMA)	AMA Indigenous Peoples' Medical Scholarship	To increase the number of Indigenous doctors in Australia	Valued at \$9,000 per student per annum and available to Aboriginal and Torres Strait Islander students who are currently enrolled in an Australian medical school and have successfully completed their first year	www.ama.com.au/node/5198	www.ama.com.au
Royal College of Nursing Australia (RCNA)	Puggy Hunter Memorial Scholarship	To increase the number of Aboriginal and Torres Strait Islander people working in health professions	\$15,000 per year full time, or \$7,500 per year part time for Aboriginal and Torres Strait Islander applicants who show ambition and a demonstrated interest and commitment to a career in health	http://www.rcna.org.au/WOM/RCNA/Scholarships/Government/puggy_hunter/rcna/scholarships/government/puggy_hunter_memorial_scholarship_scheme.aspx	http://www.rcna.org.au/WOM/RCNA/Scholarships/Government/puggy_hunter/rcna/scholarships/government/puggy_hunter_memorial_scholarship_scheme.aspx
Services for Australian Rural and Remote Allied Health (SARRAH)	Nursing and Allied Health Scholarship and Support Scheme	To support entry-level qualifications in a health related field – Aboriginal health work (Cert IV minimum) and other related fields	For eligible undergraduate and graduate entry studies leading to clinical practice; professional development activities including conferences, short courses and formal postgraduate study; and clinical placements	www.sarah.org.au/site/index.cfm?display=74956	www.sarah.org.au
General health					
Australian Rotary Health Research Fund	Australian Rotary Health Indigenous Health Scholarship	To assist Aboriginal students undertaking a tertiary qualification in health	\$5,000 per year, paid as two \$2,500 instalments. Students must have completed at least two years of study in a current medical course or one year in a health-related course	www.australianrotaryhealth.org.au/information/About/Programs/Indigenous-Health-Scholarship/Student-Application-Form.aspx	www.australianrotaryhealth.org.au
Indigenous Business Australia (IBA)	IBA Scholarship Fund	To assist mature-aged Indigenous Australians in achieving nationally recognised educational qualifications in the areas of business and administration	Level of financial assistance is determined by individual requirements (to be outlined upon application). Studies should be related to the fields of commercial and economic management	www.iba.gov.au	www.iba.gov.au/corporate/iba-scholarship-fund
The Australian Disability and Indigenous Peoples' Education Fund (ADIPEF)	Australian Disability and Indigenous Peoples' Education Fund (ADIPEF)	To assist Indigenous and non-Indigenous people with a disability to participate in both formal and informal education programs through small grants	The ADIPEF provides small six-monthly grants of up to \$2,500 to assist people with disabilities to continue their learning	www.adipef.org.au	www.adipef.org.au
Victorian Government	Indigenous training and recruitment initiative (INTRAIN) scholarship	To improve the responsiveness of the Victorian public sector to Aboriginal and Torres Strait Islander issues by increasing employment opportunities	Assist eligible full-time or part-time students to study by providing a fortnightly living allowance. Applications are open to all Indigenous tertiary students, with priority given to those undertaking study in health and community services fields	http://www.dhs.vic.gov.au/about-the-department/our-organisation/careers/aboriginal-employment/aboriginal-employment-programs/aboriginal-scholarships	http://www.dhs.vic.gov.au/about-the-department/our-organisation/careers/aboriginal-employment/aboriginal-employment-programs/aboriginal-scholarships
Victorian Tertiary Admissions Centre (VTAC)	Indigenous Commonwealth Scholarship	To assist Indigenous students from a low socioeconomic background with the costs associated with higher education	The Indigenous Commonwealth Education Costs Scholarships (ICECS) provides \$2,290 per year for up to four years to assist with education costs; the Indigenous Commonwealth Accommodation Scholarships (ICAS), provides \$4,590 per year for up to four years to assist with accommodation costs; and the Indigenous Access Scholarships (IAS), provides a one-off payment of \$4,321	www.vtac.edu.au/scholarships/types	www.vtac.edu.au/scholarships/types
Youth/cadetships					
Department of Employment, Education and Workplace Relations (DEEWR)	Indigenous Cadetship Support	To improve the job prospects of Indigenous Australian students by linking students with employers who can give them work placements and ongoing employment once they finish their studies	Provides up to \$14,100 per annum to employers to support cadets with a living allowance and study-related costs, and to offset employer administration costs	www.deewr.gov.au/indigenous/employment/programs/iep/pages/indigenouscadetshipsupport.aspx	www.deewr.gov.au/indigenous/employment/programs/iep/pages/indigenouscadetshipsupport.aspx
Doxa Youth Foundation	Doxa Cadetship Program	To assist talented young people from socially and financially disadvantaged backgrounds who have demonstrated leadership qualities and academic potential during Year 12 to undertake tertiary studies in Victoria	\$6,000 per year per cadet to assist with living expenses; eight weeks unpaid work experience annually for the duration of the cadet's degree; and a mentor to guide the cadet through their work placement and university experiences	www.doxa.org.au/images/downloads/CadetshipBrochure2009.pdf	www.doxa.org.au



Department of Health

Institution	Program/document	Purpose	Program details/target group/value	Application details	Contacts/websites
Postgraduate					
Services for Australian Rural and Remote Allied Health (SARRAH)	Nursing and Allied Health Scholarship and Support Scheme – postgraduate scholarship	To support qualified allied health professionals including Aboriginal health workers (minimum qualification Cert IV) to study formal postgraduate qualification at a recognised university or institution	The postgraduate scholarship is open to all eligible allied health professionals who provide a clinical service in Australia	www.sarrah.org.au/site/index.cfm?display=74994	www.sarrah.org.au
Women					
Australian Federation of University Women Victoria	Marilyn Godley Scholarship and Swan Bursary	To assist Victorian Aboriginal and Torres Strait Islander women to meet the costs of studying for an undergraduate degree	The Marilyn Godley Scholarship, valued at \$4,000, and the SWAN Bursary valued at \$2,000, will be offered to female Aboriginal or Torres Strait Islander students who are normally a resident of Victoria and are enrolled at a Victorian university in an undergraduate degree	www.afuwvic.org.au/main/page_scholarships_austrian_indigenous_women.html	www.afuwvic.org.au
Good Shepherd	ED Daniel Scholarship and Bursaries	To assist students to meet the additional costs of studying for an honours year	The ED Daniel Scholarship, worth \$4,000, and two bursaries, each worth \$2,000, will be offered to students enrolled at a Victorian university, in the fourth year of an undergraduate degree that has an identifiable honours component. Applications are open to Aboriginal and Torres Strait Islander women who are permanent residents of Victoria	www.afuwvic.org.au/main/page_scholarships_fourth_year_honours.html	www.afuwvic.org.au
Good Shepherd	Indigenous reconciliation scholarship	To provide financial assistance to indigenous women that will help them study at TAFE, university or to do a bridging course	Open to Aboriginal and Torres Strait Islander women of all ages	http://www.goodshepherd.com.au/justice/view.aspx?PageId=justice/test%20page.aspx&AspxAutoDatectCookiesSupport=1	Contact Michael Gore (03) 9205 4120
Other					
Australian Dental Association Inc. (ADA)	ADA study grants for indigenous dental students	To encourage the health of the public and promote the art and science of dentistry	Five grants of \$5,000 each are awarded annually to Aboriginal and Torres Strait Islander dental students	www.ada.org.au/dentalprofessionals/studyGrants.aspx	www.ada.org.au/default.aspx
Department of Justice	Koori Tertiary Scholarship Program	To assist Koori students to undertake full time study in a range of justice related fields including: psychology, psychiatry, mental health, social work, paralegal, criminology and law.	The department has awarded 32 scholarships to date through the program, with four scholarships offered at any one time. Eligibility criteria, guidelines for applying and application forms will be available from the website as scholarship opportunities become available.	www.justice.vic.gov.au/wps/wcm/connect/justilb/DOJ+Internet/Home/About+Us/Careers-at-Justice/JUSTICE+-+Koori+Tertiary+Scholarship+Program	email koori.justice@vic.gov.au
Victorian Aboriginal Community Controlled Health Organisation (VACCHO)	Victorian Scholarship Information 2011 (resource document)	To assist Aboriginal students and prospective students wishing to access a scholarship in 2011	The guide details many of the scholarships on offer from both the public and private sectors and provides web-links for further information and applications	http://www.vaccho.org.au/vacp/wp-content/uploads/2011/02/Scholarships-2011.1.pdf	www.vaccho.org.au

Careers that matter is a web-site for careers in community services and health and includes Aboriginal and Torres Strait Islander Community Services and Health workers. It provides job profiles as well as information on pathways and apprenticeships, education and training, workplace learning and scholarships. Visit www.careersmatter.com.au

The Health Heroes web-site is a resource for Aboriginal students who are interested in working in health. It details the different health jobs and what study and training options are available. Visit www.healthheroes.health.gov.au

This document is available electronically from www.health.vic.gov.au/aboriginalhealth/publications/publications.htm.

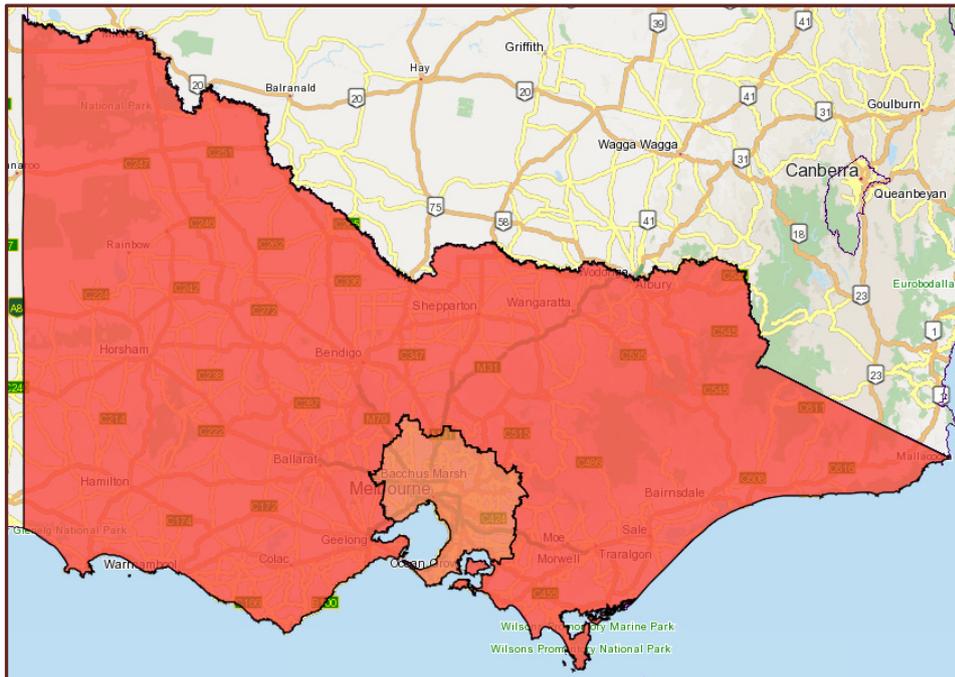
For further information please contact Sue Davey, Senior Policy Advisor, Closing the Gap Aboriginal Health Workforce, Department of Health on (03) 9096 7869 or email sue.davey@health.vic.gov.au

Authorised and published by the Victorian Government, Melbourne. To receive this publication in an accessible format phone (03) 9096 7869, November 2011 (1110021)
This is a guide only. The information is subject to change. Please consult the relevant organisation before making any decisions based on this information.

Appendix 5: Labour Force Statistics

Statistical Area

The following Labour Force and Population Statistics have been sourced from the 2011 Census of Population and Housing data (<http://www.censusdata.abs.gov.au>) and have been divided into two statistical areas: Greater Melbourne and Regional Victoria.

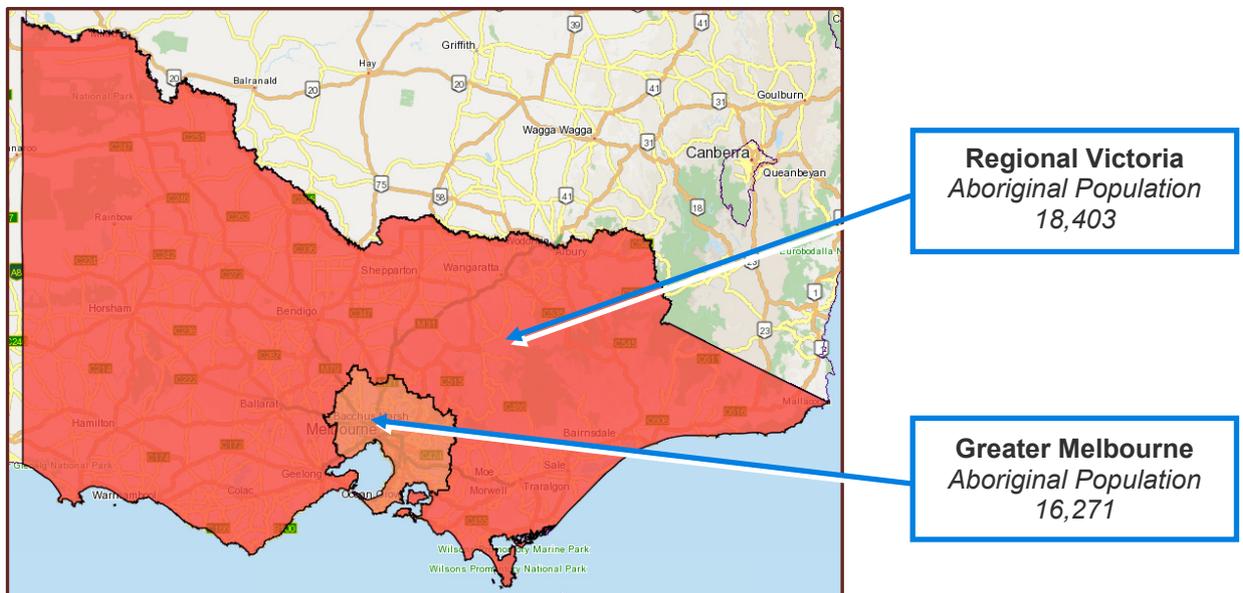


It's important to note that some degree of statistical variation may exist in the following population statistics due to randomly adjusted data by <http://www.censusdata.abs.gov.au>.

The data is adjusted to avoid the release of confidential information. This may affect some results proportionately, particularly where smaller populations are involved. This is evident where percentages are higher than 100 per cent.

Aboriginal Population

Aboriginal Population by Age	Local Government Areas		Total Population
	Greater Melbourne	Regional Victoria	
0-9	3,526	4,819	8,345
10-19	3,542	4,339	7,881
20-29	2,702	2,669	5,371
30-39	2,140	1,988	4,128
40-49	2,064	2,005	4,069
50-59	1,311	1,422	2,733
60-69	671	763	1,434
70-79	223	308	531
80-89	80	79	159
90-99	8	11	19
100 +	4	0	4
Total	16,271	18,403	34,674
<i>% of total population</i>	<i>0.41%</i>	<i>1.37%</i>	<i>0.65%</i>
Total Population	3,999,485	1,345,335	5,344,820



Employed - Work Full-Time

Age	Victoria				Total	
	Greater Melbourne		Regional Victoria			
	Work Full-Time	% of Population	Work Full-Time	% of Population	Work Full-Time	% of Population
0-9	0	0%	0	0%	0	0%
10-19	162	5%	194	4%	356	5%
20-29	1,096	41%	723	27%	1,819	34%
30-39	884	41%	553	28%	1,437	35%
40-49	855	41%	613	31%	1,468	36%
50-59	483	37%	443	31%	926	34%
60-69	122	18%	89	12%	211	15%
70-79	4	2%	4	1%	8	2%
80-89	0	0%	0	0%	0	0%
90-99	0	0%	0	0%	0	0%
100 +	0	0%	0	0%	0	0%
Total	3,606	22%	2,619	14%	6,225	18%

Employed - Work Part-Time

Age	Victoria				Total	
	Greater Melbourne		Regional Victoria			
	Work Part-Time	% of Population	Work Part-Time	% of Population	Work Part-Time	% of Population
0-9	0	0%	0	0%	0	0%
10-19	245	7%	289	7%	534	7%
20-29	457	17%	362	14%	819	15%
30-39	338	16%	293	15%	631	15%
40-49	337	16%	294	15%	631	16%
50-59	216	16%	206	14%	422	15%
60-69	86	13%	64	8%	150	10%
70-79	8	4%	10	3%	18	3%
80-89	0	0%	0	0%	0	0%
90-99	0	0%	0	0%	0	0%
100 +	0	0%	0	0%	0	0%
Total	1,687	10%	1,518	8%	3,205	9%

Unemployed - Looking for Full-Time Work

Age	Victoria				Total	
	Greater Melbourne		Regional Victoria			
	Looking for Full-Time Work	% of Population	Looking for Full-Time Work	% of Population	Looking for Full-Time Work	% of Population
0-9	0	0%	0	0%	0	0%
10-19	91	3%	134	3%	225	3%
20-29	175	6%	240	9%	415	8%
30-39	87	4%	151	8%	238	6%
40-49	81	4%	116	6%	197	5%
50-59	29	2%	40	3%	69	3%
60-69	7	1%	7	1%	14	1%
70-79	0	0%	0	0%	0	0%
80-89	0	0%	0	0%	0	0%
90-99	0	0%	0	0%	0	0%
100 +	0	0%	0	0%	0	0%
Total	470	3%	688	4%	1,158	3%

Unemployed - Looking for Part-Time Work

Age	Victoria				Total	
	Greater Melbourne		Regional Victoria			
	Looking for Part-Time Work	% of Population	Looking for Part-Time Work	% of Population	Looking for Part-Time Work	% of Population
0-9	0	0%	0	0%	0	0%
10-19	90	3%	87	2%	177	2%
20-29	66	2%	82	3%	148	3%
30-39	37	2%	43	2%	80	2%
40-49	34	2%	43	2%	77	2%
50-59	20	2%	19	1%	39	1%
60-69	7	1%	7	1%	14	1%
70-79	3	1%	0	0%	3	1%
80-89	0	0%	0	0%	0	0%
90-99	0	0%	0	0%	0	0%
100 +	0	0%	0	0%	0	0%
Total	257	2%	281	2%	538	2%

Not in the Labour Force (LF)

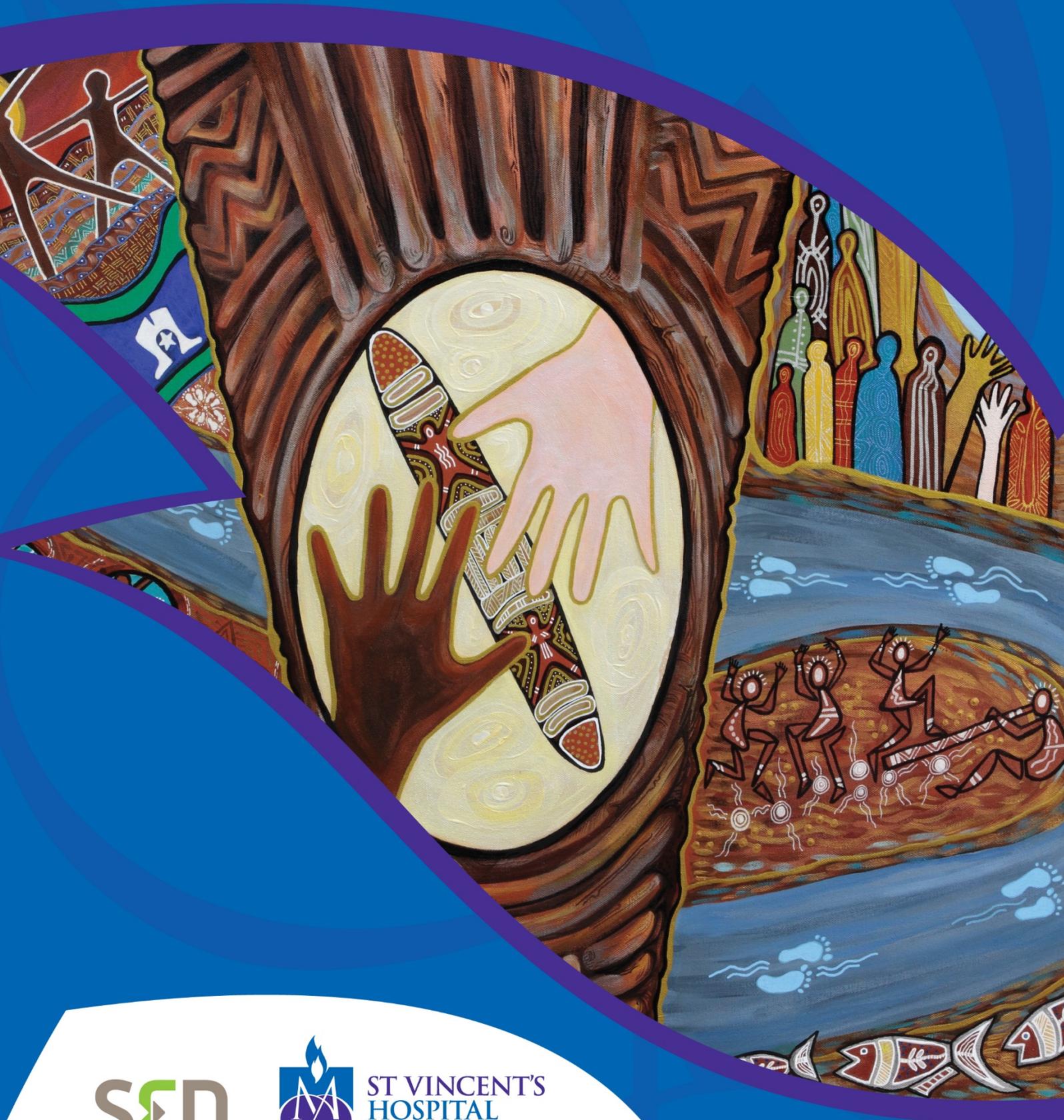
Age	Victoria				Total	
	Greater Melbourne		Regional Victoria			
	Not in the Labour Force	% of Population	Not in the Labour Force	% of Population	Not in the Labour Force	% of Population
0-9	0	0%	0	0%	0	0%
10-19	1,002	28%	1,218	28%	2,220	28%
20-29	717	27%	1,075	40%	1,792	33%
30-39	631	29%	775	39%	1,406	34%
40-49	596	29%	767	38%	1,363	33%
50-59	437	33%	596	42%	1,033	38%
60-69	392	58%	521	68%	913	64%
70-79	181	81%	255	83%	436	82%
80-89	62	78%	67	85%	129	81%
90-99	4	50%	8	73%	12	8%
100 +	3	75%	0	0%	3	16%
Total	4,025	25%	5,282	29%	9,307	27%

Not Applicable

Age	Victoria				Total	
	Greater Melbourne		Regional Victoria			
	N/A	% of Population	N/A	% of Population	N/A	% of Population
0-9	3,525	100%	4,820	100%	8,345	100%
10-19	1,852	52%	2,266	52%	4,118	52%
20-29	0	0%	0	0%	0	0%
30-39	0	0%	0	0%	0	0%
40-49	0	0%	0	0%	0	0%
50-59	0	0%	0	0%	0	0%
60-69	0	0%	0	0%	0	0%
70-79	0	0%	0	0%	0	0%
80-89	0	0%	0	0%	0	0%
90-99	0	0%	0	0%	0	0%
100 +	0	0%	0	0%	0	0%
Total	5,377	33%	7,086	39%	12,463	36%

Victorian Labour Force Statistics as a Percentage of the Population

Population	Victoria				
	Not in the labour force	Unemployed, looking for part-time work	Unemployed, looking for full-time work	Employed, worked part-time	Employed, worked full-time
Aboriginal	9,387	543	1,173	3,215	6,235
<i>% of total population</i>	<i>0.65%</i>	<i>0.87%</i>	<i>1.42%</i>	<i>0.41%</i>	<i>0.39%</i>
Total Population	1,451,357	62,166	82,627	791,754	1,583,126



SED



ST VINCENT'S
HOSPITAL
MELBOURNE

A FACILITY OF ST VINCENT'S HEALTH AUSTRALIA

**This document was written by SED in conjunction
with St Vincent's Hospital during July 2013.**

Author: Darren Barber
Level 1, 62 Gray Street, Hamilton, VIC
Phone: 03 5572 1922

