





Innovate Reconciliation Action Plan January 2020 – January 2022

Our RAP artwork represents the following



Sitting around the reconciliation circle (top left)

We sit together around the Reconciliation Circle. Within this circle, the Reconciliation Action Plan sets the agenda focusing on respect, relationships, opportunities, partnerships and career pathways. We set off on a journey, marked by the blue circles, towards the good work ahead.



Sitting around the relationship coolamon (top right)

Sitting around the relationship coolamon, the good work begins, and relationships are formed. The blue subjects indicate our work through research, education, translation and advocacy. We now move down the path, walking in parallel along a wide road.



The sun comes up with respect (bottom right)

We meet at a place between the hills, where the sun rises over respect for culture, histories, knowledge and the way business is conducted. Creating shared opportunities, we join and walk together along the road.



The red spiral of opportunities (bottom left)

Together we arrive at the red spirals where the opportunities are endless. There is leadership, commitment to consider, respect, partner and create opportunities with Aboriginal and Torres Strait Islander people, businesses and services.



Dilly bag (centre)

The dilly bag in the centre holds the subjects, the agreements and the partnerships that have been formed, and keeps them safe. There is strong connection with the reconciliation circle, the relationship coolamon, the place of respect and the red spiral of opportunities.

About the artist

Local Darwin Aboriginal woman, Ms Norma Chidanpee Benger, born to stolen generation parents Marathiel/Keytej, specialises in creating images, in her unique personal style, which enable the translation of information and transfer of biomedical knowledge into stories and cultural messages.





Acknowledgement of Country

Menzies School of Health Research acknowledges the traditional owners and custodians of the lands on which our offices are located.

Darwin Headquarters – Larrakia Brisbane – Jagera and Turrbal Alice Springs – Arrernte

We pay our respects to the Larrakia, Jagera, Turrbul and Arrernte elders past present and emerging.
We recognise and value their continuing culture heritage, beliefs and deep connection with the land.
Menzies also values the immense contribution that Aboriginal and Torres Strait Islander peoples have made and continue to make to our research.

Aboriginal and Torres Strait Islander people should be aware that this document may contain images or names of people who have since passed away.



Message from the Director

It has been a pleasure to again co-chair the working group that supported the development of the Menzies 2020–2022 Reconciliation Action Plan (RAP).

Our 2014–2016 RAP was an opportunity for Menzies to enhance and expand on the commitment it has shown to providing opportunities for Aboriginal and Torres Strait Islander people. Our first RAP also provided a chance for Menzies to strengthen our relationships with key stakeholders and organisations.

In this new Innovate RAP, we want to demonstrate our continued commitment to longer-term employment and engagement strategies, and working towards greater defined targets and goals. Developing our Innovate RAP was not without challenges. It forced us to reflect deeply on our progress as an institution in relation to our earlier RAP and acknowledge that there is much more to be done. I extend my sincere thanks to the RAP working group who helped guide Menzies through this process.

There were some wonderfully enlightening experiences to come out of the RAP development process. Of particular note was my discussion with talented Darwin artist, Norma Benger, who designed the Menzies RAP artwork which features on the front cover. The design, which is described in detail on page 1, reflects the RAP agenda, focusing on respect, relationships, opportunities, partnerships and pathways. Importantly, it also reflects the good work Menzies is doing to address health inequalities, build capabilities and walk together with our partners towards a shared vision for a healthy future.



Message from Reconciliation Australia

On behalf of Reconciliation Australia, I am delighted to see Menzies School of Health Research continue its reconciliation journey and to formally endorse its second RAP.

Through the development of an Innovate RAP, Menzies School of Health Research continues to play an important part in a community of over 1.000 dedicated corporate, government, and not-for-profit organisations that have formally committed to reconciliation through the RAP program since its inception in 2006. RAP organisations across Australia are turning good intentions into positive actions, helping to build higher trust, lower prejudice, and pride in Aboriginal and Torres Strait Islander cultures.

Reconciliation is no one single issue or agenda. Based on international research and benchmarking, Reconciliation Australia, defines and measures reconciliation through five critical dimensions: race relations; equality and equity; institutional integrity; unity; and historical acceptance. All sections of the community—governments, civil society, the private sector, and Aboriginal and Torres Strait Islander communities—have a role to play to progress these dimensions.

The RAP program provides a framework for organisations to advance reconciliation within their spheres of influence. This Innovate RAP provides Menzies School of Health Research with the key steps to establish its own unique approach to reconciliation. Through implementing an Innovate RAP, Menzies School of Health Research will strengthen its approach to driving reconciliation through its business activities, services and programs, and develop mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders.

We wish Menzies School of Health Research well as it embeds and expands its own unique approach to reconciliation. We encourage Menzies School of Health Research to embrace this journey with open hearts and minds, to grow from the challenges, and to build on its successes. As the Council for Aboriginal Reconciliation reminded the nation in its final report:

"Reconciliation is hard work—it's a long, winding and corrugated road, not a broad, paved highway. Determination and effort at all levels of government and in all sections of the community will be essential to make reconciliation a reality."

On behalf of Reconciliation Australia, I commend Menzies School of Health Research on its second RAP and look forward to following its ongoing reconciliation journey.



Chief Executive Officer

Our vision for reconciliation

Menzies School of Health Research (Menzies) acknowledges and respects Aboriginal and Torres Strait Islander peoples as the First Australians, and we celebrate their 65000+ years of continuous cultures and contributions. We know that colonisation has created a complex political, economic and social landscape that has, in turn, created inequalities and inequities in the lives of Aboriginal and Torres Strait Islander peoples.

Drawing on the continued strength and resilience of Aboriginal and Torres Strait Islander peoples and cultures in the face of colonial injustices, and guided by our values of quality, integrity, relevance, partnerships, innovation, communication and accountability, we have provided meaningful opportunities to work with Aboriginal and Torres Strait Islander peoples for over 30 years. We strive to find enduring, culturally responsive solutions to health challenges, and to support healing in the relationship between Aboriginal and Torres Strait Islander peoples and the wider Australian community.

Through our Innovate Reconciliation Action Plan and embracing the focus areas of Respect, Relationships and Opportunities laid out in our Plan, we will do more and do better in addressing health inequalities and inequities for Aboriginal and Torres Strait Islander peoples.

We will do this by strengthening our partnerships to embrace current and emerging challenges and opportunities that require research. In accordance with our Aboriginal and Torres Strait Islander Employment Strategy 2020–2025, Menzies will continue to create and invest in innovative employment and career pathways that provide opportunities for Aboriginal and Torres Strait Islander peoples and perspectives to meaningfully inform health research. We will broaden our horizons to maximise every opportunity available to achieve this.

Our business

Menzies is one of Australia's leading research institutes dedicated to providing equal and equitable health outcomes and opportunities for Aboriginal and Torres Strait Islander peoples, and is a leader in global and tropical research into life-threatening illnesses. Across three office locations, Menzies employs around 220 full-time equivalent staff with 13 per cent identifying as being Aboriginal and/or Torres Strait Islander.

Through effective partnerships with Aboriginal and Torres Strait Islander peoples and organisations, Menzies is committed to developing strong and sustainable health services and solutions for Aboriginal peoples in the Northern Territory and nationally through strategic programs of research and culturally responsive knowledge translation. Menzies' programs of research address significant health challenges including mental health, nutrition, substance abuse, child health and development, as well as chronic conditions and infectious diseases, all the while focusing on how Aboriginal and Torres Strait Islander peoples and perspectives can contribute to tackling these challenges.

In addition to research, Menzies provides access to vocational and education training for researchers based in remote communities and higher education through course work and research degrees. Menzies also endeavours to provide meaningful employment, career and professional development for Aboriginal and Torres Strait Islander peoples, whose contributions to health sector research is invaluable for all Australians.

This Innovate RAP builds on the solid foundations of its predecessor to further embed and strengthen Menzies' collaborative research approaches with Aboriginal and Torres Strait Islander peoples. Importantly, it will also provide a solid foundation for Menzies to increase the employment of Aboriginal and Torres Strait Islander people and provide empowering career development and educational opportunities.



Our RAP journey

RAP Implementation Group (RIG)

Menzies has an existing RAP Implementation Group (RIG) which includes RAP internal champions from all the Divisions within the organisation. The RIG comprises of Aboriginal and Torres Strait Islander and non-Indigenous staff. It is jointly chaired by Professor Alan Cass (senior management RAP champion), Director of Menzies, and our Deputy Director of Indigenous Leadership and Engagement (DDILE), with secretariat support provided by the Biyamarr ma team. In developing the RAP, the working group met on a regular basis and sought input from other Menzies staff. The Innovate RAP draft was available for staff on the Intranet for them to provide further consideration, comments and feedback to the RIG.

Innovate RAP

Reconciliation Australia advised that this should be an Innovate RAP. An Innovate RAP will allow Menzies, in partnership with Aboriginal and Torres Strait Islander peoples and their organisations, to expand and embed our proven strategies to meet the targets in our RAP.

The Innovate RAP journey has taken 18 months to complete. External and internal people were approached to provide feedback on the Innovate RAP, including the Child Health Indigenous Reference Group. The template and recommendations set out by Reconciliation Australia provided a simple process to follow. Menzies undertook this to demonstrate our commitment as an organisation to working towards a just, equitable and reconciled Australia.



In addition to our ongoing, robust program of research in Aboriginal and Torres Strait Islander health, our RAP 2014-2016 highlights include:

- The First World Indigenous Cancer Conference was held in Brisbane Australia in 2016 and was the first of its kind. This was led by Professor Gail Garvey and her team in Brisbane. For an inaugural conference the energy, enthusiasm for discussion, and willingness for delegates to participate in the full program, supported the value in holding an international conference of this type. From this there was a clear call to continue collaborating and establish a World Indigenous Cancer Network of people who are dedicated to improving cancer outcomes for Indigenous peoples around the world.
- The Masters of Public Health (MPH) review aimed to investigate the integration of the core Indigenous public health competencies into the curriculum of MPH programs nationally in order to document and disseminate examples of best practice and to find ways to strengthen the delivery of this content. Menzies teaches the MPH at Charles Darwin University. The review, conducted by the Public Health Indigenous Leadership in Education (PHILE), found that Menzies is well placed to integrate the Indigenous core competencies into the MPH due to the geographical and demographic context of its location. The high proportion of Aboriginal people living in this region, coupled with the political context associated with the Northern Territory Emergency Response, has created a natural demand for the program offered at Menzies.
- The Indigenous Staff Forum was held in October 2015 and was attended by 11 Aboriginal and Torres Strait Islander staff, which included five from Brisbane. The staff were able to share experiences, consider future career pathways and benefit from presentations on a range of items such as ethics, grant applications, and the Enterprise Bargaining Agreement. We had a panel which included Aboriginal and Torres Strait Islander researchers working on diabetes in pregnancy, rheumatic heart disease and melioidosis.
- Indigenous staff graduates Professor Gail Garvey and Dr Lisa Whop graduated with a PhD and Leisa McCarthy's PhD thesis was submitted for examination in 2016. George Gurruwiwi, Roslyn Dhurrkay, Djilliri Garawirritja, Veronica Gondarra, Alma Ngalmi and Mariyalawuy Bukulatjpi graduated with a Certificate II in Community Health Research in 2016. They are all graduates of Charles Darwin University.
- The traineeship and cadetship programs provide an entry pathway into Menzies for Aboriginal and Torres Strait Islander school-leavers.

 Through various fund-raising initiatives, Menzies has been able to partner with Group Training Northern Territory (GTNT) to recruit trainees and place them with teams across Menzies. Menzies Indigenous traineeship program offers a cultural immersion day, resilience and confidence building workshops, First Aid certificates and ochre cards. From 2014–2016 we recruited 11 Aboriginal trainees to Menzies.







The HealthLAB is an interactive mobile health laboratory that visits schools and remote Aboriginal communities across the Top End and Central Australia. The HealthLAB works with Aboriginal children, allowing them to test and better understand their own health, so they can engage in health maintenance and prevent chronic disease.

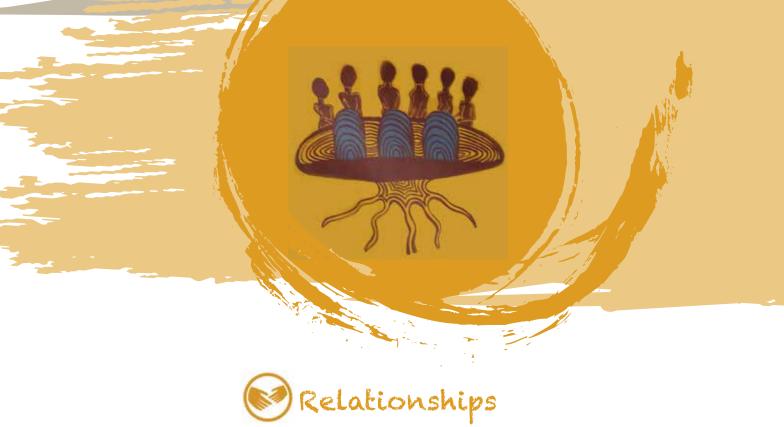
Indigenous Mentoring Program

The mentoring program had been conducted by the Indigenous Capacity Building Unit (ICBU) since 2013/2014. This program is a modification of the mentoring program developed by the Queensland Government. Two staff from the ICBU were trained in Queensland to deliver the program. The program was designed to be six-month formal mentoring program. There are positive outcomes for staff who are able to engage with the program.

"This program has provided me with a great mentor and has come at a time where I need the support, guidance and encouragement with starting my first year at university. The mentor has guided me and helped me through issues when I could see no other avenue. I would recommend a mentor especially when undertaking study. This has proven to be such a great support to me."

~ Raelene Collins





Relationships are crucial to our business of research, education, translation and advocacy. We will continue to strengthen and extend authentic, meaningful and long-lasting relationships with Aboriginal and Torres Strait Islander peoples, through new and ongoing collaborations and partnerships.

Taking it to the world: the First World Indigenous Cancer Conference

In 2016, the first World Indigenous Cancer Conference (WICC) was hosted by Menzies in Brisbane, in partnership with the International Agency for Research on Cancer. The WICC 2016 was led by Professor Gail Garvey and her team and was the first conference dedicated to focusing on cancer among Indigenous populations globally.

"Establishing and hosting the conference was part of our aim to begin the global collaboration of people involved in Indigenous health" said Professor Garvey.

WICC 2016 was held due to cancer in Indigenous populations globally largely being overlooked, despite evidence that Indigenous people in some areas have significantly greater mortality and lower cancer survival rates. The conference provided an invaluable opportunity for Menzies and delegates to collaborate and showcase their work and provided a platform to promote and drive improvements in Australian public health policy and practice. Researchers, public health practitioners, clinicians, nurses, advocacy groups, allied health and other related professionals, as well as Indigenous community groups and leaders from around the globe attended the event. The inaugural WICC was rated a huge success with 313 delegates from 15 countries registered to attend. Positive feedback was also expressed in the post-conference evaluation survey.

Yarning Circle sessions added a personal element to the conference and provided opportunities for delegates to share their cancer journey, stories, and programs from their respective countries and communities. Respondents from the survey commented that 'the Yarning Circle was probably one of the most important aspects of the conference' and that it was 'a great way for people to just share information'.

The success of the first conference called for a need to continue collaborating and establish a World Indigenous Cancer Network of people who are dedicated to improving cancer outcomes for Indigenous people around the globe. A second WICC was held in Calgary, Canada in September 2019 where a number of the Aboriginal and Torres Strait Islander researchers at Menzies presented.





Action	Deliverable	Timeline	Responsibility
1. Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	1.1 Meet with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement.	June 2020	Director DDILE
	1.2 Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations.	December 2020	Director DDILE
	1.3 Strengthen Aboriginal and Torres Strait Islander presence on the Menzies board.	December 2020	Director Chair
2. Build relationships through celebrating	2.1 Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	May 2020	Manager Communications
National Reconciliation Week	2.2 RIG Working Group members to participate in an external NRW event.	27 May- 3 June 2020, 2021, 2022	DDILE
(NRW).	2.3 Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	27 May- 3 June 2020	Director
	2.4 Organise at least one NRW event each year.	27 May- 3 June 2020	DDILE
	2.5 Register all our NRW events on Reconciliation Australia's NRW website.	July 2020 – July 2022	Manager Biyamarr ma
3. Promote reconciliation	3.1 Implement strategies to engage our staff in reconciliation.	April 2020	Manager Communications
through our sphere of influence.	3.2 Communicate our commitment to reconciliation publicly.	June 2020	Manager Communications
	3.3 Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.	December 2020	Director DDILE
	3.4 Collaborate with Reconciliation Australia and other like-minded organisations to develop ways to advance reconciliation.	December 2020	Director
4. Promote positive race relations through anti-discrimination strategies.	4.1 Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions and future needs.	June 2020	Manager HR
	4.2 Develop, implement and communicate an antidiscrimination policy for our organisation.	September 2020	Manager HR
	4.3 Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to consult on our anti-discrimination policy.	December 2020	COO
	4.4 Educate senior leaders on the effects of racism.	May 2020	Director Manager HR





Respect for Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights are fundamental to the way Menzies conducts its business. This is illustrated in the way we endeavour to approach, carry out and reflect on our research with Aboriginal and Torres Strait Islander peoples and the opportunities that we strive to create with them.

Child Health Indigenous Reference Group (CHIRG)

The Child Health Indigenous Reference Group (CHIRG) is an overarching committee that provides high-level strategic advice and advocacy on Aboriginal and Torres Strait Islander social, cultural and health research issues to the Child Health Division at Menzies. The CHIRG maintains an overview of current research studies, and provides strategic advice regarding conduct and impact of research in participating communities; and direction on how best to ensure that the work of the Child Health Division is conducted in a culturally sensitive and competent manner.

The current chair of the CHIRG, Aunty Bilawara Lee, is supported by nine members nominated by or from Indigenous communities and services in the Northern Territory, with expertise in maternal health, developmental and early childhood clinical practice, primary health care service delivery and research.



Action	Deliverable	Timeline	Responsibility
5. Increase understanding,value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	5.1 Conduct a review of cultural learning needs within our organisation.	September 2020	Manager HR Manager Biyamarr ma
	5.2 Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors on the development and implementation of a cultural learning strategy.	December 2020	Manager HR Manager Biyamarr ma
	5.3 Develop, implement and communicate a cultural learning strategy for our staff.	June 2021	Manager HR Manager Biyamarr ma Manager Communications
	5.4 Provide opportunities for RIG members, HR managers and other key leadership staff to participate in formal and structured cultural learning.	June 2020	Manager HR DDILE
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	6.1 Increase staff understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	June 2020	DDILE
	6.2 Develop, implement and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country.	June 2020	Manager Communications Manager Biyamarr ma
	6.3 Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.	March 2020	Manager Communications
	6.4 Include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings.	March 2020	Manager Communications Division Leaders
7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC.	7.1 RIG to participate in an external NAIDOC Week event.	July 2020	Manager Biyamarr ma
	7.2 Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week.	June 2020	DDILE Manager HR
	7.3 Promote and encourage participation in external NAIDOC events to all staff.	July 2020	Manager Communications Manager Biyamarr ma







Menzies is committed to creating opportunities for Aboriginal and Torres Strait Islander people through sustainable employment and professional development. This is critical in enabling Aboriginal and Torres Strait Islander people to have direct input and leadership into their own research. We will extend our commitment to opportunities to include and preference Aboriginal and Torres Strait Islander services and businesses.

Trainee to Trainer - Clarissa Carter

Clarissa Carter aspired to have a career in education but never imagined the journey would see her at Menzies as a trainer and assessor.

Born in Alice Springs, Clarissa has strong connections to Central Australia. Her Mother Ituma Randall is a Pitjantjatjara woman from the Mutitjulu community and her Father, Phillip Carter is an Anmatyerre/ Warumungu man from Tennant Creek.

Clarissa started at Menzies as a trainee in the Human Resources team completing a Certificate III in Business. This qualification led to an opening with the Education and Training team, administering the VET student program which delivers the Certificate II in Community Health Research.

Clarissa attained the Certificate II in Community Health Research, along with the TAE40116 Certificate in Training and Assessment, and is now delivering Certificate II training around the Northern Territory.

"I am proud of my work ethic and achievements to date, and thankful to all who have helped me develop my ambitions to achieve more in life, in particular, Jodi Phillips for her mentorship in training" she said.

"I would like to pass on my experiences to other young Territorians to always look for opportunities, seek support from others to help guide them and develop realistic goals and to try new things."



Action	Deliverable	Timeline	Responsibility
8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	8.1 Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	March 2020	Manager HR Manager Biyamarr ma
	8.2 Engage with Aboriginal and Torres Strait Islander staff to consult on our recruitment, retention and professional development strategy.	June 2020	Manager Biyamarr ma
	8.3 Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy.	January 2020	COO Manager Biyamarr ma
	8.4 Advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders.	March 2020	COO Manager Biyamarr ma Manager HR
	8.5 Review HR and recruitment procedures and policies to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace.	March 2020	Manager HR Manager Biyamarr ma
	8.6 Increase the percentage of Aboriginal and Torres Strait Islander staff employed in our workforce.	March 2020	Manager HR
9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	9.1 Develop and implement an Aboriginal and Torres Strait Islander procurement strategy.	April 2020	Financial Controller
	9.2 Investigate Supply Nation membership.	April 2020	COO
	9.3 Develop and communicate opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff.	April 2020	C00
	9.4 Review and update procurement practices to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses.	December 2020	C00
	9.5 Develop commercial relationships with Aboriginal and/or Torres Strait Islander businesses.	June 2020	C00
	9.6 Strengthen entry pathways for Aboriginal and Torres Strait Islander peoples into health and medical research through vocations training and higher education support (cadetships).	April 2021	Manager HR Manager Biyamarr ma
10. Demonstrate ethical research principles.	10.1 Scope the development of creating a set of ethical guiding principles for research projects pertaining to Aboriginal and Torres Strait Islander peoples, knowledges and places.	December 2021	DDILE
11. Increase higher education opportunities for Aboriginal and Torres Strait Islander Australians.	11.1 Focus on Indigenous Higher Education opportunities as a priority area in relevant institutional strategic and business plans.	June 2020	Director Manager Education & Training



Community-based researchers

In 2016, the first Indigenous community-based researchers graduated from the Certificate II in Community Health Research. Four senior Indigenous graduates from Galiwinku, Elcho Island, attended the graduation ceremony in Darwin. The graduates also completed mentor training to enable them to mentor less-experienced community-based researchers in the workplace.

In 2017 three of the graduates, George Gurruwiwi, Roslyn Dhurrkay, and Sarah Bukulatjpi presented their work with Menzies on Hepatitis B at the World Indigenous People's Conference on Viral Hepatitis in Anchorage, Alaska. The conference saw Indigenous community representation from around 13 countries come together to share their stories of how they diagnose, treat and raise community awareness of viral hepatitis. For George, Roslyn and Sarah, it was their first time overseas.

For Roslyn, sharing stories provided the most insight into how other communities lived and worked to prevent and treat viral hepatitis.

"We felt proud sharing what we do in our community; other countries were impressed by how Yolngu people helped each other," she said.

Paula Binks, hepatitis B program coordinator at Menzies, said attending the conference reinforced the importance of the community-based researchers' work: "When you work in communities you need to build trust and use local experts to pass the knowledge on."









The governance of our RAP is about how we embark on our reconciliation journey. Through collaboration, leadership and integrity we are committed to the actions and deliverables within our RAP document.

Action	Deliverable	Timeline	Responsibility
12. Establish and maintain an effective RAP Implementation Group (RIG) to drive governance of the RAP.	12.1 Maintain Aboriginal and Torres Strait Islander representation on the RIG.	December 2020	Manager Biyamarr ma
	12.2 Establish and apply a Terms of Reference for the RIG.	December 2020	Manager Biyamarr ma
	12.3 Meet at least four times per year to drive and monitor RAP implementation.	January, April, July, October, December 2020–21	Manager Biyamarr ma
13. Provide appropriate support for effective implementation of RAP commitments.	13.1 Define resource needs for RAP implementation.	June 2020	DDILE COO
	13.2 Engage our senior leaders and other staff in the delivery of RAP commitments.	June 2020 June 2021	Director DDILE
	13.3 Define and maintain appropriate systems to track, measure and report on RAP commitments.	June 2020 December 2020 June 2021 December 2021	Director DDILE
	13.4 Appoint and maintain an internal RAP Champion from senior management.	January 2020	Director
14. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	14.1 Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 September 2020	Manager Biyamarr ma
	14.2 Report RAP progress to all staff and senior leaders.	January & July 2020, 2021, 2022	DDILE
	14.3 Publicly report our RAP achievements, challenges and learnings annually.	July 2020 July 2021 July 2022	DDILE
	14.4 Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	July 2020	Director
15. Continue our reconciliation journey by developing our next RAP.	15.1 Register via Reconciliation Australia's website to begin developing our next RAP.	July 2021	Manager Biyamarr ma

The Menzies RAP Implementation Group consists of Menzies staff members from each division in Menzies

Name	Position
Professor Alan Cass	Menzies Director, RAP Champion
*Mark Mayo	Deputy Director Indigenous Leadership and Engagement (acting), RAP Champion
*Lydia Agius	Manager, Biyamarr ma (acting)
Professor Amanda Leach	Principle research fellow
Anthony Gunther	Project manager
Tegan Ryan	Chief operating officer (acting)
*Brian Arley	Community engagement and communications officer
*Diane Walker	Project officer Biyamarr ma
Nina Downie	Manager human resources (acting)
*Leisa McCarthy	Senior researcher and research development coordinator
Dr Susan Pizzutto	Early career research fellow

^{*} Aboriginal and/or Torres Strait Islander staff

Contact details for public enquiries about the RAP

	•
Lydia Agius	Position: Manager, Biyamarr ma (acting) Email: biyamarrma@menzies.edu.au Phone: 08 8946 8414

© Menzies School of Health Research 2020

The materials contained in this document are the subject of copyright and/or privileged information. Any copying of this document is prohibited without written consent from Menzies.

ISBN

ISBN 978-1-922104-82-3 Innovate Reconciliation Action Plan January 2020 – January 2022 (paperback) ISBN 978-1-922104-83-0 Innovate Reconciliation Action Plan January 2020 – January 2022 (online)

Key Abbreviations

Chief operating officer – COO Deputy Director Indigenous Leadership and Engagement – DDILE Human Resources – HR National Aboriginal and Islander Day Observance Committee – NAIDOC National Reconciliation Week - NRW Reconciliation Action Plan - RAP RAP Implementation Group - RIG

