



# Position Description

<b>Position Title</b>	External Representative – Reconciliation Action Plan (Volunteer position)
<b>Division / Team</b>	People & Culture
<b>Reports to</b>	Executive Manager, People & Culture
<b>EFT / Term</b>	Required to attend 4x1.5-hour meetings annually, with an additional 5-10 hours of administrative time. Minimum term length is 2 years.
<b>Work Location</b>	1 in person meeting annually at BCH’s Lucas site with additional meetings held via Microsoft Teams
<b>Date Approved</b>	January 2025

**About Ballarat Community Health** Ballarat Community Health (BCH) provides a wide range of community health and wellbeing services across Ballarat and Western Victoria. We are passionate about improving the health and wellbeing of the communities we support and addressing health and social inequality. We strive for safe, effective, connected, person centred quality services, and advocate to improve systems to bring about positive outcomes for the broader community. Our work is guided by our core values. These values inform how we work with each other, the partnerships we develop, as well as how we collaborate with and support our community. At BCH we believe our people are our greatest asset. We know that developing and retaining a skilled workforce is fundamental to our success. We are committed to nurturing an inclusive, capable and diverse workforce, and creating environments where our people thrive and excel.

**Our Purpose** Creating healthy communities through the provision of accessible, affordable and quality health and wellbeing services.

**Our Leading Principles** Address health inequity and inequality  
 Improve the health and wellbeing of our community  
 Have impact and be sustainable

<b>Values</b>	<b>Respect</b> Valuing other points of view and treating people with respect	<b>Integrity</b> Acting with sincerity and honesty	<b>Courage</b> Strength in the face of challenges
	<b>Resilience</b> The ability to be strong in adversity, and bounce back with renewed hope	<b>Responsibility</b> Being reliable and accountable to others	<b>Optimism</b> Focusing on potential and abilities

**Diversity Statement** Ballarat Community Health recognises and celebrates the diversity of the community within which we work. We acknowledge the first peoples of Australia and their unique contribution. We welcome and work with people of all ages and health status, of all races, abilities, gender identities, sexual orientations, religious, cultural, and linguistic backgrounds, and financial status.

<b>Position Summary</b>	Ballarat Community Health is committed to actively working towards reconciliation and working in partnership with the Aboriginal and Torres Strait Islander communities. The RAP Working Group oversees the consultation, development, and implementation of BCH’s Reconciliation Action Plan. By participating you will be helping us guide BCH’s
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	reconciliation journey over the next two years and turning planned work into real actions with lasting impact.
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**Principal Areas of Responsibility**

Our First Nations community representatives are be expected to contribute between 15-20 hours per year, actively participating in RAP Working Group meetings, and providing guidance on the implementation of initiatives and advocacy for the perspectives of First Nations people.

You will be responsible for ensuring that the RAP reflects the identified needs, perspectives, and cultural values of First Nations community members, acting as a liaison between BCH the community within Ballarat to ensure that their voices and concerns are accurately represented in the RAP process. This representative role also includes offering strategic advice and input on how best to approach specific reconciliation goals.

In addition, as an external representative, you will be responsible for helping us to monitor and evaluate the effectiveness of the RAP, providing ongoing feedback and recommendations for improvement.

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**Scope**

- Enhance our knowledge and awareness of Aboriginal and Torres Strait Islander cultures, histories and ongoing connection to Country, Land and Waters
- Provide improved services and opportunities to reduce gaps in educational and employment opportunities and in the burden of chronic disease and shorter life expectancies that impact so severely upon Aboriginal and Torres Strait Islander Communities
- Create a more culturally safe organisation and workplace, and
- Challenge and address structural discrimination that perpetuates inequalities for Aboriginal and Torres Strait Islander Peoples and Communities.

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**Attachments**

- 2022-2024 Innovate RAP
  - 2024 Traffic Light Report
  - Reconciliation Action Plan Working Group Terms of Reference
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