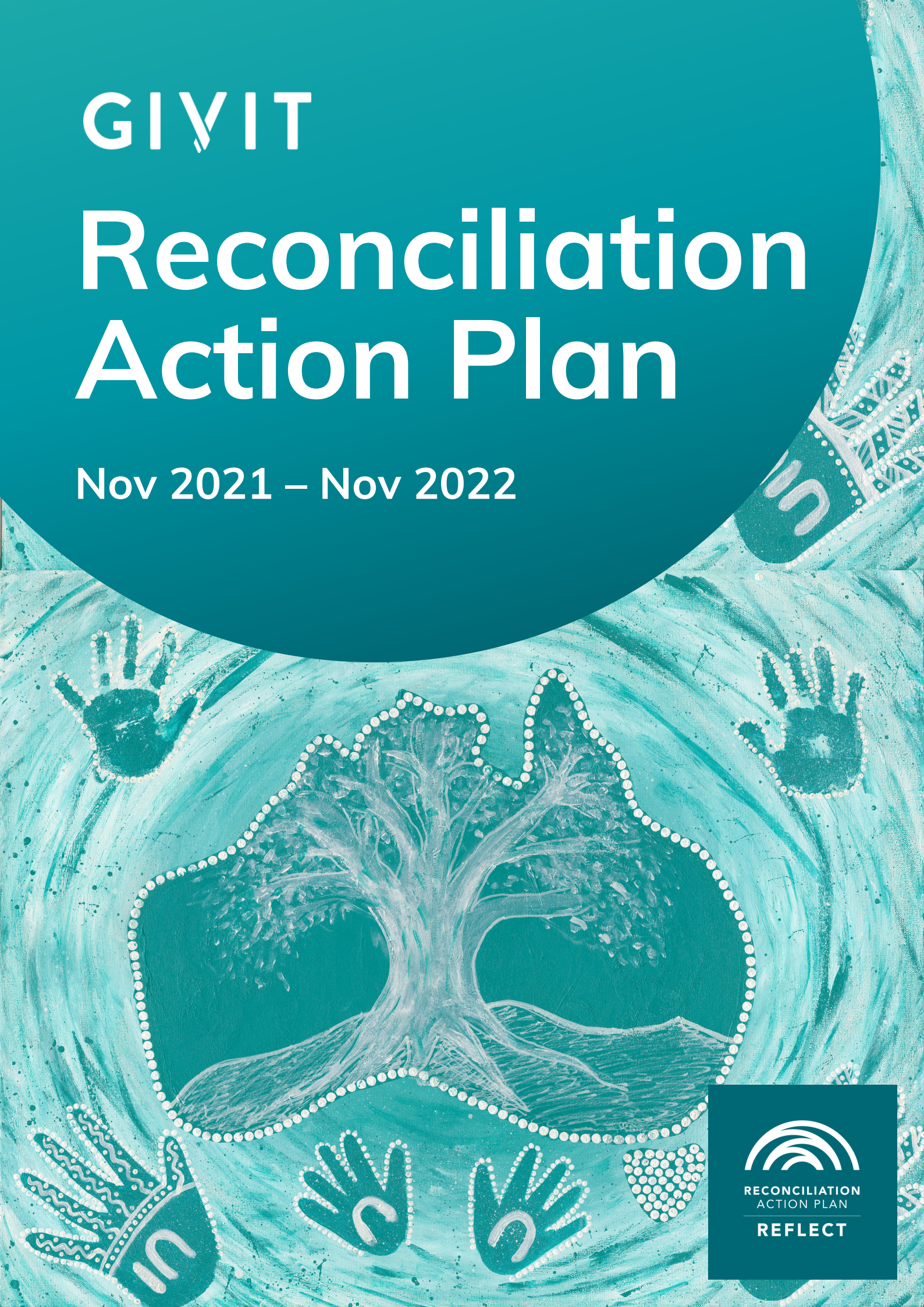


GIVIT

Reconciliation Action Plan

Nov 2021 – Nov 2022



Our vision for reconciliation

GIVIT's vision for reconciliation is a culture that represents equity and equality and embraces respectful relationships between Aboriginal and Torres Strait Islander peoples and the wider community. We will strive to acknowledge the trauma, grief and loss caused by historical events, and the societal barriers that are still in place. We believe reconciliation should live in the actions, minds, and hearts of the GIVIT family to develop a strong sense of unity.

Our vision is to cultivate an internal environment that enables staff to work with a strong sense of cultural awareness, sensitivity, and personal connection to country. Our aim is to empower and provide opportunities for Aboriginal and Torres Strait Islander peoples to thrive, both internally and externally.

Through ongoing stakeholder partnerships, we will continue to support wholeheartedly the individuals, families and communities of First Australians who have genuine need for essential donations of goods and services.

GIVIT's model of matching generosity with specific needs of our registered support organisations creates a trusting, collaborative environment for Aboriginal and Torres Strait Islander peoples to voice their needs and be heard without assumption or judgement. Our vision is to continue to do this in a manner that is safe, dignified, anonymous, accessible, and equitable.





A message from our CEO

SARAH TENNANT

GIVIT is proud to be joining Reconciliation Australia's RAP Network through the launch of our inaugural Reflect Reconciliation Action Plan (RAP) and to be formalising our commitment to furthering reconciliation with our country's First Nations peoples.

Our first RAP is a Reflect plan, and is centred around increasing respect for, and improving relationships with First Nations communities, and creating opportunities for future partnerships.

Our work with more than 830 organisations providing support to Aboriginal and Torres Strait Islander peoples in need across Australia means we are acutely aware of the issues they face, and the long journey ahead to put those issues right. As much as anything else, our RAP is a promise to our registered organisations, and to the clients they work with, that we want to come on that journey with them.

I thank everyone who has been involved in the development of our first Reconciliation Action Plan. I look forward to realising the actions and deliverables set out in the RAP, and to increasing our organisational awareness, knowledge, cultural understanding, and relationships with Australia's First Nations peoples.

GIVIT



A message from Reconciliation Australia

KAREN MUNDINE

Reconciliation Australia welcomes GIVIT to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

GIVIT joins a network of more than 1,100 corporate, government, and not-for-profit organisations that have made a formal commitment to reconciliation through the RAP program.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement. The program's potential for impact is greater than ever, with close to 3 million people now working or studying in an organisation with a RAP.

The four RAP types - Reflect, Innovate, Stretch and Elevate - allow RAP partners to continuously develop and strengthen reconciliation commitments in new ways. This Reflect RAP will lay the foundations, priming the workplace for future RAPs and reconciliation initiatives.

The RAP program's strength is its framework of relationships, respect, and opportunities, allowing an organisation to strategically set its reconciliation commitments in line with its own business objectives, for the most effective outcomes. These outcomes contribute towards the five dimensions of reconciliation: race relations; equality and equity; institutional integrity; unity; and historical acceptance.

It is critical to not only uphold all five dimensions of reconciliation, but also increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.

This Reflect RAP enables GIVIT to deepen its understanding of its sphere of influence and the unique contribution it can make to lead progress across the five dimensions. Getting these first steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations GIVIT, welcome to the RAP program, and I look forward to following your reconciliation journey in the years to come.

Karen Mundine
Chief Executive Officer
Reconciliation Australia



About GIVIT

GIVIT is a national not-for-profit that connects community organisations and charities to the goods and services needed by the people they support.

Community organisations and charities register for free with GIVIT. They can then upload requests for the donations of items they need for the people they're helping. Big-hearted individuals and companies can then browse the list of what's needed at givit.org.au, and are able to either donate the item directly or donate the money required to purchase it. It's a win-win. Organisations get exactly what they need, as they need it, and donors can rest easy, knowing they've donated meaningfully without doing any harm.

Our work helps everyday Aussies from all walks of life who are going through a tough time. In addition to our National Indigenous Support Program, we support communities as they recover from natural disasters such as bushfires, floods, cyclones, and drought. We also help people who are impacted by domestic and family violence, and people experiencing homelessness, financial hardship, or mental ill-health. The very nature of GIVIT's work means that whilst thousands of people are being helped each week around the country, we're also reducing landfill by diverting reusable items to help individuals and communities.

The GIVIT team consists of 24 professionals Australia wide. Two members of the GIVIT team proudly identify as First Nations Australians. Our head office is in Meanjin (Brisbane). We have additional satellite offices in New South Wales, Victoria, ACT and Western Australia.



GIVIT's Reflect RAP

GIVIT has always existed to help those in need, including First Nations Australians. In 2019, to amplify the impact of our work for First Nations Australians, in partnership with the Federal Government Department of Health, GIVIT launched its National Indigenous Support Program (NISP). To date the program has seen over 830 organisations that support Aboriginal and Torres Strait Islander peoples register with GIVIT to meet community need.

GIVIT is dedicated to helping social and human needs and has a strong alignment to supporting First Nations communities utilising strong engagement across interstate community groups and organisations.

Under GIVIT's NISP program, a NISP Working Group was established. This working group has now transitioned to become GIVIT's RAP Working Group. Under the guidance of GIVIT's RAP Champion, our Chief Marketing Officer, who also oversaw GIVIT's Indigenous Support Program, GIVIT is excited to formalise our RAP as a central tool to guide all employees, volunteers, and stakeholders in their relationships with First Nations Australians and the unique needs that span different groups and locations.

A formal RAP working group has been operating for over six months and is dedicated to establishing formal processes, training and considerations for First Nations Australians needs across the organisation.

Sitting on GIVIT's RAP working group are GIVIT's Chief Marketing Officer, Caet Young, Engagement Officer – First Nations (First Nations representative),

Engagement Officer, State Manager, Digital Marketing Officer, HR Coordinator and Administration Officer. GIVIT's RAP is endorsed by the GIVIT Board and implementation will be overseen by GIVIT's Executive Team. Our internal RAP Champion will be GIVIT's Chief Marketing Officer.

GIVIT has been working with First Nations community organisations since its inception in 2009. GIVIT has coordinated more than 575,000 donated items to First Nations Australians since our NISP began in 2019.

GIVIT staff and volunteers participated in a cultural capability and competency workshop. For the past eighteen months, our internal NISP Working Group has met regularly to collaborate, discuss, and further First Nations causes within GIVIT.

We know the work that GIVIT does makes a real difference to First Nations Australians experiencing hardship. But we want to do more.

We're excited by the opportunities the development of a Reconciliation Action Plan gives us to develop our cultural awareness, understanding and sensitivity, improve our service delivery to First Nations organisations, and drive reconciliation through practical actions.

Four young First Nations children from a family in Western Australia that received donations of Bonds underwear and clothing during the onset of COVID-19 in early 2020.



Our partnerships & current activities

GIVIT currently provides support to over 830 registered Aboriginal and Torres Strait Islander organisations, and services who support Aboriginal and Torres Strait Islander peoples across the country through our National Indigenous Support Program. Through this appeal alone GIVIT has been able to coordinate over 575,000 donations of essential items to Aboriginal and Torres Strait Islander peoples across Australia since July 2019.

While GIVIT works with so many organisations nationally, below are some examples of collaboration with First Nations community organisations to help people in need:

- Queensland
- New South Wales
- Victoria
- Western Australia
- Northern Territory



GIVIT Engagement Officer Temiah Henaway handing over digital donations to staff from Kurbingui Youth and Family Development in Brisbane.

Our partnerships & current activities

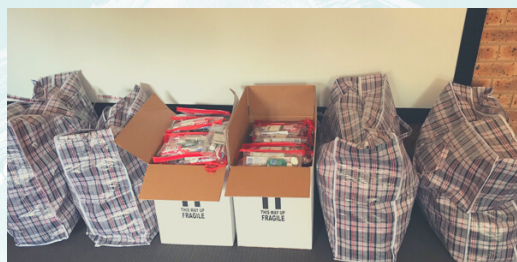
QUEENSLAND

GIVIT works closely with Meanjin-based organisation, Kurbingui Youth and Family Development. Kurbingui regularly receives donated items via GIVIT requests, such as furniture, appliances and white goods, bikes, clothes, mattresses, bedding and linen. After the effects of COVID-19 meant Kurbingui had to pivot to supporting clients online, we provided the organisation with 20 refurbished laptops to be distributed to clients to help keep them connected.

Through donations of paint, materials and trade supplies, we are currently supporting Kurbingui to renovate an existing building and turn it into an appropriate, built for purpose community space to deliver programs and sessions. You can learn more about our work with Kurbingui [here](#).

Other recent partnerships include working with The Silver Lining Foundation to fit out a boarding school in Townsville with furniture, beds, linen, whitegoods and kitchen essentials, and donating office furniture and technology to help Yoonthalla Service in Woorabinda launch its start-up community-controlled support services.

Images from left to right: GIVIT Engagement Officer Kirsty Bender dropping donated toys and toiletries to a Sydney organisation. Donations of toiletries and bedding about to be picked up by a First Nations outreach organisation. Donated Bonds clothing being dropped off at an organisation in the Northern Territory.



Our partnerships & current activities

NEW SOUTH WALES

GIVIT recently helped Biala Aboriginal Boarding House to give its premises a facelift. Biala provides accommodation for Aboriginal and Torres Strait Islander girls from all over NSW while they attend the local public high school. GIVIT sourced a range of items to help make the hostel more comfortable and homely for residents. You can learn more about this story [here](#).

GIVIT often works with partner organisations in NSW to help First Nations Australians affected by domestic and family violence. In many cases, people are starting from scratch after escaping a domestic and family violence situation or are beginning a long journey towards recovery and healing.

With help from organisations such as the First Nations Homelessness Project and Macarthur Women's Domestic Violence Court Advocacy Services, and corporate sponsors like

IKEA, we help First Nations people and families when they're at their most vulnerable. You can learn more about these stories [here](#).

In times of natural disaster, we work with a range of stakeholders to drive a locally led recovery. We helped Mogo Aboriginal Preschool to keep attendance up after the devastating Black Summer bushfires. [Read more here](#).



Our partnerships & current activities

WESTERN AUSTRALIA & VICTORIA

WESTERN AUSTRALIA

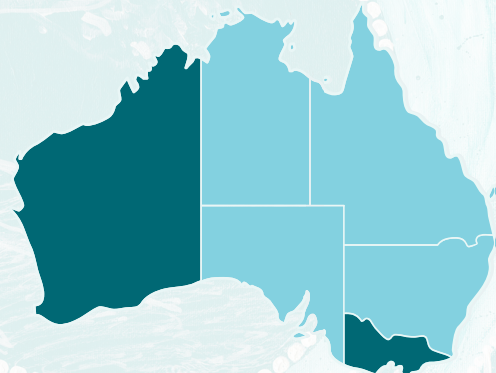
GIVIT carries out a range of work across the state through partnerships with charities and community organisations. GIVIT regularly coordinates the donation of items to Wungening Aboriginal Corporation. This includes mobile phones for clients experiencing domestic and family violence, and reusable face masks during COVID. Also during COVID, we helped a WA school with donations of blankets, linen and mattresses to help families look after extra family members who had returned to country to isolate during the outbreak.

GIVIT helped a specialist school in Kununurra open its doors to cater for vulnerable female students through the donations of building materials and supplies and furniture. You can learn more about this story [here](#).

As part of GIVIT's annual Back to School Appeal, we recently supported Wunan Foundation with the donation of more than 100 pairs of shoes to help local First Nations kids return to school.

VICTORIA

GIVIT has been operating in response to Victoria's Black Summer Fires bushfire recovery since early 2020. Gippsland and East Gippsland Aboriginal Co-Operative (GEGAC) has been instrumental in delivering case management support to community members in the region with assistance from GIVIT. This collaboration story has been leveraged to engage additional Aboriginal and Torres Strait Islander service providers across Victoria. The RAP process will reinforce GIVIT's work so far, encouraging new support organisations to register and meet need in their local area.



Our partnerships & current activities

NORTHERN TERRITORY

GIVIT works with a range of organisations, charities, and initiatives to help First Nations peoples and communities in the Northern Territory. Some examples of these partnerships include:

- Donations for school success with Pine Creek School
- Essential food vouchers for remote NT families in need with OzHarvest, Mission Australia, Families are First Teachers and Life Without Barriers
- Clothing donations during COVID-19 with Save the Children NT
- Domestic violence donations with Larrakia Nation and One Tree Safe House



Residents of a First Nations community in Western Australia with donations of mattresses and bedding coordinated by GIVIT.

Internally, our NISP Working Group has been operating for the past year and a half to ensure that First Nations communities and families are supported in and out of disaster. The group has also been working on improving and implementing internal practices to ensure recognition of Aboriginal and Torres Strait Islander peoples and communities. Some of the group's achievements include:

- Increased promotion of First Nations events and anniversaries internally and externally through social media platforms.
- Improving organisational education and guidelines for the use of cultural protocols such as Acknowledgement of Country and Welcome to Country.
- Organisation staff attended a cultural capability/competency workshop.
- Engagement Officers regular attendance at community Yarning Circles, Murri Network meetings, and interagency meetings.
- Local community Elder attended head office to share history and education on local area with organisation staff.



Reconciliation Action Plan

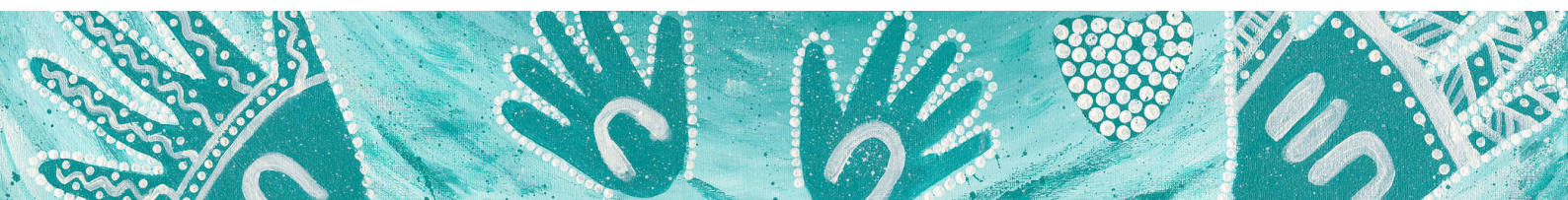
RELATIONSHIPS



RELATIONSHIPS

Action	Deliverable	Timeline	Responsibility
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	<ul style="list-style-type: none"> Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence. 	<ul style="list-style-type: none"> Ongoing Review: July 2022 Completion End: Nov 2022 	<ul style="list-style-type: none"> WA Engagement Officer
	<ul style="list-style-type: none"> Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations. 	<ul style="list-style-type: none"> April 2022 	<ul style="list-style-type: none"> WA Engagement Officer
2. Build relationships through celebrating National Reconciliation Week (NRW).	<ul style="list-style-type: none"> Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff. 	<ul style="list-style-type: none"> May, June 2022 	<ul style="list-style-type: none"> Digital Marketing Officer, CEO
	<ul style="list-style-type: none"> RAP Working Group members to participate in an external NRW event. 	<ul style="list-style-type: none"> May, June 2022 	<ul style="list-style-type: none"> Lead: QLD and WA Engagement Officers Support: RAP Working Group member
	<ul style="list-style-type: none"> Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW. 	<ul style="list-style-type: none"> May, June 2022 	<ul style="list-style-type: none"> Digital Marketing Officer, CEO
3. Promote reconciliation through our sphere of influence.	<ul style="list-style-type: none"> Communicate our commitment to reconciliation to all staff. 	<ul style="list-style-type: none"> April 2022 	<ul style="list-style-type: none"> CEO
	<ul style="list-style-type: none"> Identify external stakeholders that our organisation can engage with on our reconciliation journey. 	<ul style="list-style-type: none"> April 2022 	<ul style="list-style-type: none"> Lead: Corporate Manager, Support: Engagement Officers, Digital Marketing Officer, PR & Comms Advisor
	<ul style="list-style-type: none"> Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey. 	<ul style="list-style-type: none"> August 2022 	<ul style="list-style-type: none"> Lead: National Manager, Support: Engagement Officers
4. Promote positive race relations through anti-discrimination strategies.	<ul style="list-style-type: none"> Research best practice and policies in areas of race relations and anti-discrimination. 	<ul style="list-style-type: none"> June 2022 	<ul style="list-style-type: none"> HR Coordinator
	<ul style="list-style-type: none"> Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs. 	<ul style="list-style-type: none"> April 2022 	<ul style="list-style-type: none"> HR Coordinator

Images from left to right: Donations of mattress and bedding being distributed at ATSiCHS Brisbane. Staff from Goolburri Aboriginal Health Advancement Co Ltd receiving donations of Bonds underwear and clothing. GIVIT Engagement Officer Kirsty Bender dropping off donations of stationery to a support organisation in Sydney.



Reconciliation Action Plan

RESPECT AND OPPORTUNITIES



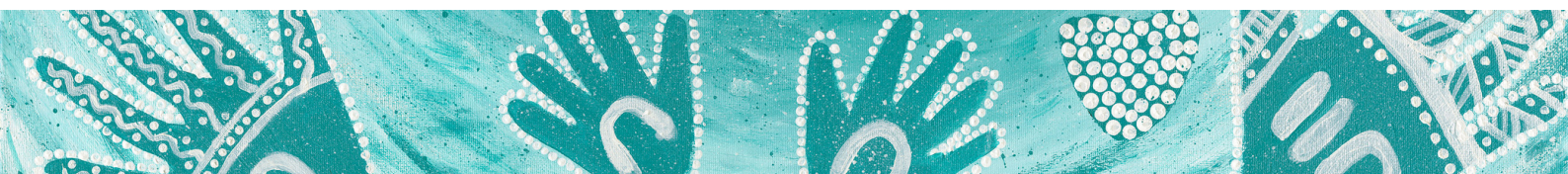
RESPECT

Action	Deliverable	Timeline	Responsibility
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights through cultural learning.	<ul style="list-style-type: none"> Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights within our organisation. 	<ul style="list-style-type: none"> June 2022 	<ul style="list-style-type: none"> Chief Marketing Officer
	<ul style="list-style-type: none"> Conduct a review of cultural learning needs within our organisation. 	<ul style="list-style-type: none"> April 2022 	<ul style="list-style-type: none"> HR Coordinator
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	<ul style="list-style-type: none"> Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area. 	<ul style="list-style-type: none"> Ongoing Review: July 2022 Completion: Nov 2022 	<ul style="list-style-type: none"> QLD Engagement Officer, WA Engagement Officer
	<ul style="list-style-type: none"> Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols. 	<ul style="list-style-type: none"> Ongoing Review: July 2022 Completion: Nov 2022 	<ul style="list-style-type: none"> Lead: HR Coordinator Support: Engagement Officers
7. Build relationships through celebrating National Reconciliation Week (NRW).	<ul style="list-style-type: none"> Raise awareness and share information amongst our staff about the meaning of NAIDOC Week in the 3 weeks leading into NAIDOC Week. 	<ul style="list-style-type: none"> June 2022 	<ul style="list-style-type: none"> Digital Marketing Officer
	<ul style="list-style-type: none"> Introduce our staff to NAIDOC Week by promoting external events in our local area in the 3 weeks leading into NAIDOC Week. 	<ul style="list-style-type: none"> June 2022 	<ul style="list-style-type: none"> Digital Marketing Officer
	<ul style="list-style-type: none"> RAP Working Group to participate in an external NAIDOC Week event. 	<ul style="list-style-type: none"> First week in July 2022 	<ul style="list-style-type: none"> Lead: HR Coordinator. Support: Digital Marketing Officer, Engagement Officers



OPPORTUNITIES

Action	Deliverable	Timeline	Responsibility
8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	<ul style="list-style-type: none"> Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation. 	<ul style="list-style-type: none"> April 2022 	<ul style="list-style-type: none"> Lead: Chief Marketing Officer Support: VIC Manager, HR Coordinator
	<ul style="list-style-type: none"> Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities. 	<ul style="list-style-type: none"> April 2022 	<ul style="list-style-type: none"> HR Coordinator
9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	<ul style="list-style-type: none"> Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses. 	<ul style="list-style-type: none"> August 2022 	<ul style="list-style-type: none"> Lead: Purchasing Officer Support: HR Coordinator
	<ul style="list-style-type: none"> Investigate Supply Nation membership. 	<ul style="list-style-type: none"> August 2022 	<ul style="list-style-type: none"> Lead: Purchasing Officer Support: HR Coordinator



Reconciliation Action Plan

GOVERNANCE

GOVERNANCE



Action	Deliverable	Timeline	Responsibility
10. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	<ul style="list-style-type: none"> Maintain the RWG to govern RAP implementation. 	<ul style="list-style-type: none"> Ongoing Review: July 2022 Completion: Nov 2022 	<ul style="list-style-type: none"> Lead: Chief Marketing Officer Support: Engagement Officers, Digital Marketing
	<ul style="list-style-type: none"> Gain Executive approval of draft RWG Terms of Reference Review and revise as required RWG Terms of Reference 	<ul style="list-style-type: none"> January 2022 July 2022 	<ul style="list-style-type: none"> Lead: HR Coordinator. Support: Engagement Officers, RAP Working Group
	<ul style="list-style-type: none"> Maintain Aboriginal and Torres Strait Islander representation on the RWG. Review participation experience of Aboriginal and Torres Strait Islander representation on the RWG and make any recommendations for improvement. 	<ul style="list-style-type: none"> Ongoing July 2022 	<ul style="list-style-type: none"> HR Coordinator
11. Provide appropriate support for effective implementation of RAP commitments.	<ul style="list-style-type: none"> Define resource needs for RAP implementation. 	<ul style="list-style-type: none"> April 2022 	<ul style="list-style-type: none"> Digital Marketing Officer
	<ul style="list-style-type: none"> Continue to engage senior leaders in the delivery of RAP commitments. 	<ul style="list-style-type: none"> June 2022 	<ul style="list-style-type: none"> Digital Marketing Officer
	<ul style="list-style-type: none"> Define appropriate systems and capability to track, measure and report on RAP commitments. 	<ul style="list-style-type: none"> April 2022 	<ul style="list-style-type: none"> Lead: HR Coordinator. Support: Digital Marketing Officer, Engagement Officers
12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	<ul style="list-style-type: none"> Contact Reconciliation Australia to ensure that our primary and secondary contact are up-to-date to ensure we are receiving important correspondence. 	<ul style="list-style-type: none"> June 2022 and annually 	<ul style="list-style-type: none"> Lead: Digital Marketing Officer. Support: HR Coordinator, Engagement Officers, RAP Working Group
	<ul style="list-style-type: none"> Follow up with Reconciliation Australia if we have not yet received our unique reporting link to participate in the RAP Impact Measurement Questionnaire. 	<ul style="list-style-type: none"> August 2022 and annually 	<ul style="list-style-type: none"> Lead: Digital Marketing Officer. Support: HR Coordinator, Engagement Officers, RAP Working Group
	<ul style="list-style-type: none"> Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia. 	<ul style="list-style-type: none"> 30 September 2022 and annually 	<ul style="list-style-type: none"> Lead: Digital Marketing Officer. Support: HR Coordinator, Engagement Officers, RAP Working Group
13. Continue our reconciliation journey by developing our next RAP.	<ul style="list-style-type: none"> Register via Reconciliation Australia's website to begin developing our next RAP. 	<ul style="list-style-type: none"> September 2022 	<ul style="list-style-type: none"> Digital Marketing Officer

Images from left to right: GIVIT Engagement Officer Kirsty Bender dropping donated toys and toiletries to a Sydney organisation. Donations of mattress and bedding being distributed at ATSiCHS Brisbane. Donated Bonds clothing being dropped off at an organisation in the Northern Territory.



Indigenous artwork

CHARMAINE BARRATT



Charmaine Barratt is an Aboriginal woman who has lived in the Ngunnawal Community since the age of 4. She is passionate about supporting people to educate, support and empower themselves so they can make informed choices in their lives.

She is currently a Team Leader/Support Worker at the Ngunnawal Bush Healing Farm.

Meaning of this painting:

This painting represents GIVIT as the tree and all the hand prints are the men, women and children this organisation has helped empower in Australia in the past, present and future.

The tree:

The tree is the ultimate giver of life - it gives us shelter; it gives us warmth; and it gives us food.

Meaning of symbols in this painting:

In : Is the symbol for man

lIn : Is the symbol for woman

n : Is the symbol for people (children)



Reconciliation Action Plan



RECONCILIATION
ACTION PLAN

REFLECT

GIVIT

GIVIT.ORG.AU

ABN: 21 137 408 201

For enquiries about our Reconciliation Plan,
please email our Chief Marketing Officer on
caet@givit.org.au