

# REFLECT

## Reconciliation Action Plan



RECONCILIATION  
ACTION PLAN

REFLECT



July 2023 – July 2024



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## Acknowledgement of Country

Queensland Writers Centre is based at the State Library of Queensland on Kurilpa Point in South Brisbane. Named after the native water rat (kuril), Kurilpa Point has a significant history as an important meeting place, and we acknowledge the Traditional Custodians of the land on which we reside. As we operate throughout the entire state of Queensland, we respectfully acknowledge the Traditional Owners of all the Nations on which we meet.



### Cover Artist

"Kuukili" which means "Waterhole" in the Kalkadoon language.

The artwork "Kuukili" is by Jesse Sutton, a contemporary Indigenous artist from the Kalkadoon people from Mount Isa in Queensland. Jesse is part of a family of Artists who are passionate about their culture & history & want to share that with the rest of the world through their art.

[jessesutton.com.au](http://jessesutton.com.au)



## Reconciliation Australia CEO statement

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

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Queensland Writers Centre joins a network of more than 2,200 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 Queensland Writers Centre 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 Queensland Writers Centre, 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



## Letter from CEO

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As the peak organisation for writers in Queensland, our focus is always on developing Australian writers in all their diversity.

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Since our inception, under founding members including Oodgeroo Noonuccal, we have created opportunities for diverse voices and stories to be heard and celebrated.

The RAP sets out our formal commitment to reconciliation, especially with respect to increasing knowledge of Aboriginal and Torres Strait Islander cultures, histories, and knowledge through writing and storytelling.

Queensland Writers Centre has developed this RAP as a continuation of our engagement with First Nations writers. It will assist us to offer appropriate support to First Nations writers to create their stories, their way.

We encourage our staff, management committee and members to develop a relevant cultural understanding and ensure ours is a safe community for First Nations people. To assist writers on their publication journey, we strive to appropriately address questions and enquiries that come to us about the depiction of First Nations people and ensure we are giving appropriate advice to our members.

**Lori-Jay Ellis**  
CEO  
Queensland Writers Centre



RELATIONSHIPS



RESPECT



OPPORTUNITIES



GOVERNANCE

# Our Business

## Core Business

Queensland Writers Centre (QWC) is the leading support and resource centre for writers and writing in Queensland, offering a comprehensive online and in-person range of services. We provide information and advice for anyone interested in writing, whatever their level of experience or ambition. We have a membership of approximately 2000 people. We do not currently collect information on our members' cultural background; however we are exploring culturally appropriate ways of developing an understanding of this.

Queensland Writers Centre is located at the State Library of Queensland and is part of the National Writers' Centre Network – Australia's largest network of writers. The network supports and connects writers in all the states and territories of Australia. Together we represent more than 10,000 members, and a far broader constituency of early career, emerging and established authors – across all genres, all styles and all parts of Australia. As a network, we partner with the Australian Society of Authors to ensure advocacy on a national level. Our members are published authors, emerging writers, children's authors and illustrators, screenwriters, journalists, editors, agents, publishers, poets, storytellers, playwrights, cultural producers, freelance writers, teachers, academics, family historians and critics. We strive to support every member and provide them with the opportunities to write, publish and create.

## Purpose

Queensland Writers Centre services a whole-of-state writing community that includes: the practice of writing, the development and recognition of writers, the facilitation of writing as a fundamental of community health and wellbeing, and the nurturing and elevation of the culture of writing, reading and creating in Queensland.



### Through our work we demonstrate our values of:



**Diversity** – We believe in creating opportunities for diverse voices and stories to be heard and celebrated.



**Accessibility and Inclusivity** – We are committed to our programs and services ensuring accessibility and inclusivity.



**Collaboration** – We work collaboratively within the Queensland community – sharing our knowledge and expertise, being open to new ideas and contributing to and supporting our partners, stakeholders and the cultural sector.

### Our People

We are a small organisation employing approximately six full-time equivalent people. We also provide experience to volunteers and interns in a variety of areas to assist them in gaining meaningful work for future employment.

Our workforce employs Aboriginal and Torres Strait Islander authors on an ad-hoc basis, to provide mentoring, workshops, feedback and other services to members and other interested parties. This is additional to our core staff and done on a sub-contractor basis.

As an organisation our primary focus is on Queensland writers, including those from regional and remote parts of the state. However, our programs are open nationally and attract interest from writers from around the nation and a number of international writers.

# Our RAP

QWC is developing a RAP in order to formalise our commitment to taking action on reconciliation. We are actively involved with Aboriginal and Torres Strait Islander authors, emerging writers and illustrators, and a RAP will allow us to demonstrate this more fully and encourage others in the sector to formalise their own commitment. As part of the Australian literary sector, we support the National Cultural Policy and its commitment to recognising and respecting the crucial place of First Nations stories at the centre of Australia's arts and culture. This is underpinned by the principle that First Nations arts and culture are First Nations led, which drives our dedication to matching First Nations editors and authors.

We intend to implement our RAP under the guidance of the Diversity and Inclusivity subcommittee of the QWC Management Committee and supported by our RAP Champion, QWC's Program Manager. The subcommittee will act as our RAP Working Group and ensure the RAP is part of management committee meetings and that progress is monitored and part of the wider discussion of the staff and the committee.

## **Members of our Reconciliation Working Group:**

- Chief Executive Officer
- Chair, Diversity and Inclusivity subcommittee
- Publications Manager
- Program Manager
- Community Officer

Long-term Queensland Writers Centre member Samuel Wagan Watson has acted as an advisor on this document and agreed to be part of the RAP Working Group.

## **How will we approach implementing our RAP**

Our Management Committee, Chief Executive Officer and staff have endorsed QWC's RAP. Guided by our Reconciliation Working Group and supported by our RAP Champion, QWC Program Manager, we are committed to implementation of our Reflect RAP and the desired outcomes of:

- Mutual respect
- Mutually beneficial relationships
- Continuing to follow culturally appropriate business practices.
- Encouraging partnerships that are inclusive and respectful of both Aboriginal and Torres Strait Islander and non-Aboriginal and Torres Strait Islander members, writers and other users of our services.

### **Our partnerships/current activities:**

While we work with many First Nations authors and illustrators, and provide services to emerging First Nations authors, we began formalising our commitment in 2022 through Cultural Awareness Training for our staff and management committee members.

At QWC, we have high quality programs and services that we can utilise to develop the stories of Aboriginal and Torres Strait Islander peoples and to shape a stronger future for all Queensland writers. By continuing to build our network of Aboriginal and Torres Strait Islander writers and connections with editors, publishers and producers, we will encourage a vibrant storytelling community to emerge.

QWC originated the development of Black&Write!, an organisation that is now part of the State Library of Queensland providing editing services and fellowships to Aboriginal and Torres Strait Islander writers. We are active supporters of Black&Write!, directing emerging authors to their services and offering editing work to their network.

Workshops such as our most recent Writing Indigenous Characters, presented by First Nations authors, are initiatives that form part of our existing programming schedule.

### **Community Partnerships/Current Activities:**

- The National Cultural Policy has set out its strategic objectives with the first pillar being First Nations First, recognising and respecting the crucial place of First Nations stories at the centre of Australia's arts and culture. QWC supports this through activities that build relationships and support First Nations storytelling. Our Access and Fellowship Fund allows us to fund First Nations authors who might not otherwise have access to our services.
- Through Arts Queensland we have begun a partnership with Inala Wangarra, establishing community writing sessions through our Writing Friday program and providing publication of First Nations stories through a special issue of WQ magazine.
- Centre for Cultural Competence Australia – service provider for cultural competency training.
- QWC employs First Nations authors and editors on an ad hoc basis to deliver workshops, present at conferences and provide other writing related services.

### **Internal Initiatives:**

- The Chief Executive Officer has communicated QWC's commitment to reconciliation staff and members.
- The Management Committee has endorsed QWC's commitment to reconciliation.
- Staff have undertaken cultural competence training led by Centre for Cultural Competence Australia.
- The Diversity and Inclusivity committee was formed in 2020 and its Chair acts as our RAP Working Group head along with key staff members.

# Relationships

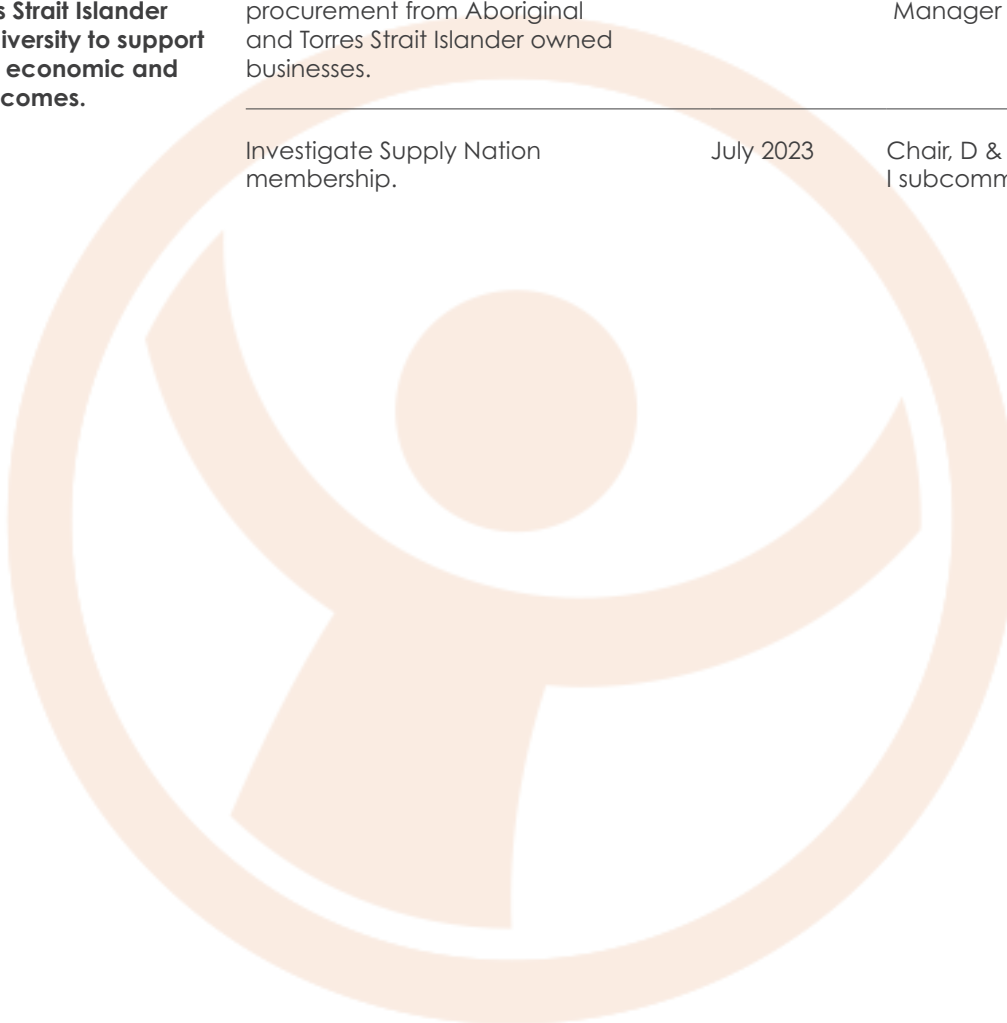
Action	Deliverable	Timeline	Responsibility
<b>1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.</b>	Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.	July 2023	Chair, D & I subcommittee
	Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations.	July 2023	Program Manager
<b>2. Build relationships through celebrating National Reconciliation Week (NRW).</b>	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	April, May 2024	Publications Manager
	RAP Working Group members to participate in an external NRW event.	May, June 2024	Chair, D & I subcommittee
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	May, June 2024	Community Officer
<b>3. Promote reconciliation through our sphere of influence.</b>	Communicate our commitment to reconciliation to all staff.	July 2023	Chief Executive Officer
	Identify external stakeholders that our organisation can engage with on our reconciliation journey.	July 2023	Chair, D & I subcommittee
	Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.	July 2023	Chair, D & I subcommittee
<b>4. Promote positive race relations through anti-discrimination strategies.</b>	Research best practice and policies in areas of race relations and anti-discrimination.	Sept 2023	D & I subcommittee
	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	Sept 2023	D & I subcommittee

# Respect

Action	Deliverable	Timeline	Responsibility
<b>5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.</b>	Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.	July 2023	Chair, D & I subcommittee
	Conduct a review of cultural learning needs within our organisation.	Oct 2023	Chair, D & I subcommittee
<b>6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.</b>	Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area.	July 2023	Program Manager
	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	July 2023	Chair, D & I subcommittee
<b>7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.</b>	Raise awareness and share information amongst our staff about the meaning of NAIDOC Week.	Sept 2023	Community Officer
	Introduce our staff to NAIDOC Week by promoting external events in our local area.	Oct 2023	Community Officer
	RAP Working Group to participate in an external NAIDOC Week event.	July 2024	Chair, D & I subcommittee

# Opportunities

Action	Deliverable	Timeline	Responsibility
<b>8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.</b>	Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation.	Feb 2024	Chair, D & I subcommittee
	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	July 2023	Chair, D & I subcommittee
<b>9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.</b>	Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses.	Oct 2023	Program Manager
	Investigate Supply Nation membership.	July 2023	Chair, D & I subcommittee



# Governance

Action	Deliverable	Timeline	Responsibility
<b>10. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.</b>	Form a RWG to govern RAP implementation.	July 2023	Publications Manager
	Draft a Terms of Reference for the RWG.	July 2023	Chair, D & I subcommittee, Publications Manager
	Establish Aboriginal and Torres Strait Islander representation on the RWG.	July 2023	Chair, D & I subcommittee
<b>11. Provide appropriate support for effective implementation of RAP commitments.</b>	Define resource needs for RAP implementation.	July 2023	Chair, D & I subcommittee
	Engage senior leaders in the delivery of RAP commitments.	Oct 2023	Publications Manager
	Define appropriate systems and capability to track, measure and report on RAP commitments.	July 2023	Chair, D & I subcommittee
<b>12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.</b>	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 Mar, 2024	Publications Manager
<b>13. Continue our reconciliation journey by developing our next RAP.</b>	Register via Reconciliation Australia's website to begin developing our next RAP.	June 2024	Publications Manager



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