



Althea PROJECTS

Supporting Townsville for 50 Years!



INNOVATE RAP

FEBRUARY 2025 – FEBRUARY 2027





Althea Projects Innovate Reconciliation Action Plan was prepared and produced by:
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Acknowledgement of Traditional Owners & First Nations Peoples

Althea Projects Incorporated (Althea Projects) recognise and acknowledge Aboriginal and Torres Strait Islander peoples of Australia as the First Nations Peoples of this Country. Althea Projects acknowledges the Traditional Custodians of the lands on which we walk, work and live, the Bindal and Juru peoples of the Burdekin, the Gudjal peoples of Charters Towers, the Bindal and Wulgurukaba peoples of the Townsville region and the Yirandhali peoples of Hughenden, and we pay our respects to their Elders past, present and emerging.

We also acknowledge the Australian South Sea Islander peoples for their contribution to our communities. We pay tribute to their enduring stewardship of this Country, and honor their ongoing contribution to the spiritual, environmental, social, cultural, political, and economic fabric of our society. This acknowledgement is integral to the process of healing, recovery and development of relationships and our shared future with The First Nations Peoples of Australia.



Althea Projects Staff

Althea Projects Innovate

RECONCILIATION ACTION PLAN

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STATEMENT FROM CEO OF RECONCILIATION AUSTRALIA

Karen Mundine

Reconciliation Australia commends Althea Projects on the formal endorsement of its third Innovate Reconciliation Action Plan (RAP).

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement.

With close to 3 million people now either working or studying in an organisation with a RAP, the program's potential for impact is greater than ever. Althea Projects continues to be part of a strong network of more than 3,000 corporate, government, and not-for-profit organisations that have taken goodwill and transformed it into action.

The four RAP types – Reflect, Innovate, Stretch and Elevate – allow RAP partners to continuously strengthen reconciliation commitments and constantly strive to apply learnings in new ways.

An Innovate RAP is a crucial and rewarding period in an organisation's reconciliation journey. It is a time to build the strong foundations and relationships that ensure sustainable, thoughtful, and impactful RAP outcomes into the future.

An integral part of building these foundations is reflecting on and cataloguing the successes and challenges of previous RAPs. Learnings gained through effort and innovation are invaluable resources that Althea Projects will continuously draw upon to create RAP commitments rooted in experience and maturity.

These learnings extend to Althea Projects using the lens of reconciliation to better understand its core business, sphere of influence, and diverse community of staff and stakeholders.

The RAP program's emphasis on relationships, respect, and opportunities gives organisations a framework from which to foster connections with Aboriginal and Torres Strait Islander peoples rooted in mutual collaboration and trust.

This Innovate RAP is an opportunity for Althea Projects to strengthen these relationships, gain crucial experience, and nurture connections that will become the lifeblood of its future RAP commitments. By enabling and empowering staff to contribute to this process, Althea Projects will ensure shared and cooperative success in the long-term.

Gaining experience and reflecting on pertinent learnings will ensure the sustainability of Althea Projects' future RAPs and reconciliation initiatives, providing meaningful impact toward Australia's reconciliation journey.

Congratulations Althea Projects on your third Innovate RAP and I look forward to following your ongoing reconciliation journey.

MESSAGE FROM CEO OF ALTHEA PROJECTS

Paula La Rosa



It is a privilege and gives me great pride to participate in and lead the review and renewal of Althea Projects third Reconciliation Action Plan.

Reconciliation remains at the heart of our organisation and is embedded in all of our programs and services. Our RAP reflects our commitment to building strong, respectful relationships and creating opportunities for Aboriginal and Torres Strait Islander peoples.

Through this plan, we aim to deepen our understanding of Aboriginal and Torres Strait cultures, histories and perspectives. As part of our responsibility to assist and acknowledge past injustices and hurts, this plan will provide a strong framework, list of accountabilities and vision for any person to use within our organisation.

This plan is a message to our partners, stakeholders and the broader community that Aboriginal and Torres Strait Islander peoples, places and cultures matter at Althea Projects, and more importantly, we will be active, visible and accountable in our endeavours to play a role in a reconciled community.

Providing opportunities for Aboriginal and Torres Strait Islander peoples and having our RAP to guide us is now part of our organisations DNA. As an organisation we are thriving from reconciliation practices and processes being an everyday part of our day to day.

It is my personal commitment to ensure that our RAP will be an active document that will guide all our actions, decisions and processes at Althea Projects.

As we move forward, we will embrace and learn from this continuous journey and we will proudly continue to stand alongside and be guided by the First Nations People of our community.

OUR VISION FOR RECONCILIATION

Althea Projects' vision continues to be committed to ensuring Aboriginal and Torres Strait Islander individuals, families, children and young people who are in contact with the child protection, family support and homelessness networks have the opportunity to reach their full potential in a reconciled community. As part of our everyday practices, we strive to find opportunities to work in partnership with Aboriginal and Torres Strait Islander communities to build relationships and increase cultural understanding so that our work with and alongside Aboriginal and Torres Strait Islander individuals and families supports the goals identified by all that access our services. For Althea Projects this means that we ensure our services, and all our interactions are culturally safe, culturally welcoming and culturally respectful.

Althea Projects continues to have a firm commitment to embrace, engender respect for, and celebrate the cultures of Australia's First Nations people through the enactment of this Reconciliation Action Plan and this Vision.

OUR RAP LOGO ARTIST

Michelle Tyhuis



"I proudly identify as a direct descendant of the Meriam Mir people, of Erub in the Torres Strait Islands, and have kinship ties to the Barkindji and Darug tribes of New South Wales region. I have been painting artworks since 2001. Today, my passion for the creative arts is a big part of who I am – it allows me to feel connected to my Ancestors, my history, my family, my local community and the beautiful Country we call home. My canvas and digital artworks include complex, interconnected stories with a cultural perspective about self-belief, the power of family and community, belonging, the responsibilities of caring for and protecting each other and our environment, and different pathways to healing."

Michelle Tyhuis, June 2024

Michelle Tyhuis is also the author of *My Deadly Book About Me*, a vibrant cultural resource published in July 2019 that was jointly supported by Althea Projects and Family Emergency Accommodation Townsville (FEAT).

ORIGINAL RAP LOGO

In 2015, Althea Projects engaged Michelle Tyhuis to create our RAP artwork.

Our RAP artwork, titled **"Together We Will Make It Right"**, is about the power of humanity and the deeply important work of Althea Projects in the Townsville region, spanning 50 years. The artwork acknowledges the organisation's beginnings, emerging from turbulent times and signifies the 'around-the-clock' nature of the services Althea Projects provides, most notably through our inaugural program Wee Care.

'Together We Will Make It Right' is a celebration of Althea Projects overall commitment to reconciliation with First Australians.

It is guided by principles of mutual respect, and caring and sharing.



REFRESHED ARTWORK

In 2020, when our RAP was renewed Michelle refreshed our RAP artwork to celebrate the growth, insight and achievements gained by Althea Projects and its staff and volunteers. The refreshed RAP artwork is softer in visual aesthetic and stronger on 'story', for example Althea Projects marigold yellow is now infused into the centre artwork, with footprints and pathways to be a constant reminder of the heart of Althea Projects humanity, resilience and passion for helping individuals and families in our local community.

The new weave pattern border along the pathway recognises cultural diversity and an enduring timeless connection to traditional homelands, Ancestors and Kin. It is a reminder that 'our nation's story began at the dawn of time'.

The centre artwork has grown to include two pathways leading in from the top and bottom. This symbolises welcoming people from all backgrounds to help individuals, families and communities feel stronger; while the two people at the entrances recognise the important role of guardians and carers as protectors and nurturers of children and young people.



OUR BUSINESS

Althea Projects is a grassroots, community based not-for-profit service. Althea Projects operates from a child and client centered, family focused and culturally inclusive framework. Althea Projects primary goal is to support and strengthen families and individuals, so that those who access our services, including adults, children and young people can reach their full potential.

ALTHEA FOSTER & KINSHIP PROGRAM (AFKP)

AFKP is a foster and kinship care support service for children who are subject to the Department of Child Safety intervention. AFKP is funded to recruit, train, assess and support foster carers and to provide out-of-home care placements for children and young people across Townsville, Charters Towers, Hughenden and Burdekin. AFKP is funded by the Department of Child Safety, Seniors and Disability Services.

ALTHEA'S COMMUNITY HUB (ACH)

ACH delivers centre-based, mobile and outreach case management support services to people who are homeless, or at risk of homelessness. Our service extends to a day centre for people who are homeless to access basic human needs such as meals, showers and laundry facilities. We support individuals access accommodation, some for the first time. Our clients often have limited belongings and are unable to afford the associated costs of setting up a home of their own. As part of our service we purchase basic items such as kitchen utensils, cleaning products, bedding and small electrical items that will allow individuals to move with dignity. ACH is funded by the Department of Housing. ACH also delivers Morehead Meals which is our social enterprise. It connects our community through affordable, ethical, healthy and delicious pre-made frozen meals in addition to catering for events.

WEE CARE RESIDENTIAL

Wee Care Residential has been supporting Townsville families since 1974 and continues to play a very important role in keeping Children safe. The service provides 24 hour, 5 to 7 days a week crisis/emergency accommodation for children up to and including 11 years of age. Access/referral to the Wee Care Residential Service is available to all families who are faced with an emergency and have been unable to arrange alternative care for their children. Because of the diversity of children's experiences, the service is flexible and committed to meeting the individual needs of children, young people and their families. The service is established within a residential suburb of Townsville to provide a safe environment for children and families to access. Wee Care is funded by the Department of Child Safety, Seniors and Disability Services.

ALTHEA HOUSE

Althea House provides short-term transitional care for up to 6 children aged 0 to 12 years of age who are subject to statutory intervention, and for whom a foster or kinship placement is unable to be sourced in the immediate or short term. This service is predominately based on trauma-informed evidence-based practices. Althea House is a fee for service, funded by the Department of Child Safety, Seniors and Disability Services.





EMERGENCY RELIEF FUNDING (ERF)

Emergency Relief provides immediate financial and / or material support to people in financial crisis. Emergency Relief can act as a safety net for people experiencing financial distress or hardship. People who access emergency relief often have limited means or resources, and emergency relief helps alleviate their financial crisis. Emergency Relief is funded by the Department of Communities and the Department of Social Services.

FAMILY CONTACT SERVICE

Family Contact Service delivers supervised contact sessions to parents and other family members whose family is engaged with Child Safety, while they have contact with their child/ren. The purpose of the service is to provide an opportunity for parent/s, family members and child/ren to share experiences and lasting positive memories, facilitate positive child/parent contact, assist the parent/s in skills development, and ensure the safety and wellbeing of the child/ren. Family Contact Service is a fee for service, funded by the Department of Child Safety, Seniors and Disability Services.

FIRST STEPS

Through a strong commitment to collaboration and innovation, Althea Projects have co-designed (with the Department of Child Safety) the first mother and newborn baby assessment and support service in the North Queensland region. First Steps has a significant positive impact on the safety, welfare and wellbeing of children. This model aids in the prevention of newborn infants being removed from their young mother after birth. The model has a strong focus on meaningful engagement with expectant mothers and their families to increase resilience and opportunities for the mothers (and both parents) to be able to develop safe parenting skills so that they can safely parent and care for their children. First Steps is a fee for service, funded by the Department of the Child Safety, Seniors and Disability Services.

PLAYGROUP

Wee Care runs a playgroup once a week during school terms. Our playgroup is open to any parent or carer in the Townsville community. It is a meeting place for people to meet new friends and have fun in a safe and caring environment. Playgroup offers young children a wide variety of learning experiences through play. Our playgroup is registered with Play Matters Australia and provides a variety of regular activities.

Althea Projects currently employs 60 permanent and casual staff working across all areas of the organisation, with a continued focus on increasing Aboriginal and/or Torres Strait Islander people representation. As part of this commitment, Althea Projects employs an Aboriginal and Torres Strait Islander Cultural Advisor who provides invaluable support and strategic guidance to ensure culturally appropriate practices and protocols are maintained throughout the organisation.

Given its emphasis on a child-centered perspective, particularly within the realm of child protection, Althea Projects fully integrates the Aboriginal and Torres Strait Islander Child Placement Principles into its practices. These principles, including prevention, partnership, placement, participation, and connection, which are fundamental to the organisation's approach in supporting Indigenous children and families in culturally sensitive ways. Althea Projects currently has 7 employees who identify as Aboriginal and or Torres Strait Islander. We have four offices across the city of Townsville and deliver services throughout Townsville, Burdekin, Charters Towers, and Hughenden communities.

OUR RAP



RAP Recipient - Racheal Pilot with Katisha Skeene

From 1974 to present, Althea Projects has been consistent in our commitment to supporting and strengthening the capacity of vulnerable individuals, families, children and young people within Townsville and surrounding regions.

Having a Reconciliation Action Plan (RAP) in place since 2016, as a living document in our workplace is crucial for effectively providing culturally responsive interventions with our clients. Being culturally mindful in all of our intervention and practices is at the forefront of all that Althea Projects does. Across all levels within our community, Althea Projects demonstrates our commitment to being an active partner in reconciliation. From having culturally welcoming entrances at all of our premises, to appointing an Aboriginal and Torres Strait Islander Cultural Advisor to work across the whole organisation, in addition to leading and guiding our practices within our fostering and kinship program. We commence every meeting with an Acknowledgement to Country, and we ensure we have our local Wulgurukaba or Bindal Traditional Owners hold Smoking Ceremonies in all of our premises.

Althea Project's RAP is integrated throughout all levels of the organisation. Led from the Board and CEO, we ensure all staff, Board and volunteers become aware of the details of our RAP as part of their induction. Our RAP meaningfully guides us in fostering respectful relationships, understanding cultural contexts and addressing the unique needs of our local Aboriginal and Torres Strait Islander peoples. Through having an active RAP for almost 10 years, we have established an inclusive environment that supports reconciliation, builds trust with those we connect with, and ensures that our services are culturally appropriate and responsive. Our RAP will be championed from the Board, CEO, Service Operations Manager, Corporate Services Manager, and all Program Managers.

CURRENT RAP COMMITTEE

Our current RAP Working Group membership consists of five Aboriginal and Torres Strait Islander peoples.

- Paula La Rosa - **CEO, Althea Projects**
- Kathryn Chapman - **Board Member**
- Shaina-Lee Connolly - **Cultural Advisor, Althea Projects**
- Tash Henderson - **Corporate Services Manager**
- David Morris- **Program Manager, Community Hub**
- Bridie Allen - **Administration Officer, Wee Care**
- Rebecca Romeo - **Administration Officer, AFKP**
- Lauren Birch - **Foster and Kinship Case Worker**
- Yana Bull - **Team Leader, Althea Foster and Kinship Program**
- Charmaine Matheson - **Foster and Kinship Case Worker**
- Katisha Skeene - **Intake Officer, AFKP**
- Brandy Bulsey - **Administration Trainee**

NOTABLE ACHIEVEMENTS



RAP Recipient – Garbutt Magpies Sporting & Cultural Association



Created by Margaret & Ingrid for NAIDOC 2024 at Althea's Community Hub

Some of the notable achievements made as a result of our first two Reconciliation Action Plans include:

- A continued appointment of a permanent full-time Cultural Advisor – this is seen as an ongoing important position. This role supports cultural mindfulness across the organisation and is an integral link to key Aboriginal and Torres Strait Islander stakeholders.
- An Aboriginal and Torres Strait Islander full-time administration traineeship – since 2016 we have supported 4 traineeships.
- The continuation of our RAP Grants bi-annually. Since the inception of our RAP Grants in July 2018, Althea Projects has supported 383 individuals and administered over \$42,000 as part of these grants. Our RAP grants are aimed at reducing any barriers Aboriginal and Torres Strait Islander peoples have to access any activity, including education, and sporting activities that assists them experience inclusion, advancement and participation.
- The successful implementation of NAIDOC and Ceremonial Leave provision which is outlined in our HR Policy. This ensures staff feel respected and are left in no doubt about the organisation's commitment to them engaging in ceremonial activities.
- Continuing ongoing sponsorship for Townsville NAIDOC events. For several years Althea Projects has been one of the sponsors at NAIDOC events, which demonstrates our commitment to the success of these events.
- Increased attendance of both children and staff to any significant cultural events, demonstrating management and staff commitment to being part of events that create opportunity for developing cultural mindfulness.

THANK YOU
SO MUCH

TO ALTHEA PROJECT

On behalf of Kailu Jnr and family, we would like to say thank you for your contribution to getting Kailu Jnr to Nationals.

Kailu came home with great stories to share and lots of appreciation for community members who helped. He placed 4th in 20m, 3rd in relays & 2nd in 100m.

Along with these great results, Kailu was also offered a full scholarship to one of the best Brisbane Schools.

We are super excited for what opportunities Kailu will be presented with in the future.

With love, Seanne Santo on behalf of the Welsh Family





NOTABLE ACHIEVEMENTS



Althea Projects staff at NAIDOC breakfast 2024



Althea Projects Staff

- Proactively seeking additional memberships to be part of the RAP Working Group, which encourages participation across the whole organisation.
- Aboriginal and Torres Strait Islander representation on the Althea Projects Board, which reinforces that the voices and needs of Aboriginal and Torres Strait Islander peoples are embraced and implemented into our strategic direction.
- Having Smoking Ceremonies conducted by Wulgurukaba Walkabouts to our new premises. This demonstrates respect of important cultural practices and beliefs and embraces and values the spiritual meaning behind this.
- Supporting our Aboriginal employee, who is an inspiring artist to design a welcome sign using local Birrigubba language, which is displayed in our Corporate Office, with future plans to have her artwork displayed in all of our sites.

Smoking Ceremony at Althea Projects



NOTABLE ACHIEVEMENTS

In 2018, Althea Projects appointed Katisha Skeene, a young local Bindal woman, on our first Aboriginal and Torres Strait Islander traineeship. Tish, as she is affectionately known at Althea Projects has been a standout employee and has advanced in achieving her professional goals. In 2020 Tish was accepted to participate in the Queensland Indigenous Youth Leadership Program, which Althea Projects fully supported. In 2021 she participated as a mentor and in 2022 she was appointed as a lead mentor. We are very proud of Tish and all her achievements.

Tish is currently our Intake Officer in the Althea Foster and Kinship Program. Tish is also a budding artist and has been commissioned by our CEO to provide artwork for the entrance at each of our offices. We celebrate Tish and are so grateful to have her work with us, as she makes a positive difference to the work of Althea Projects.



ARTIST

Katisha Skeene

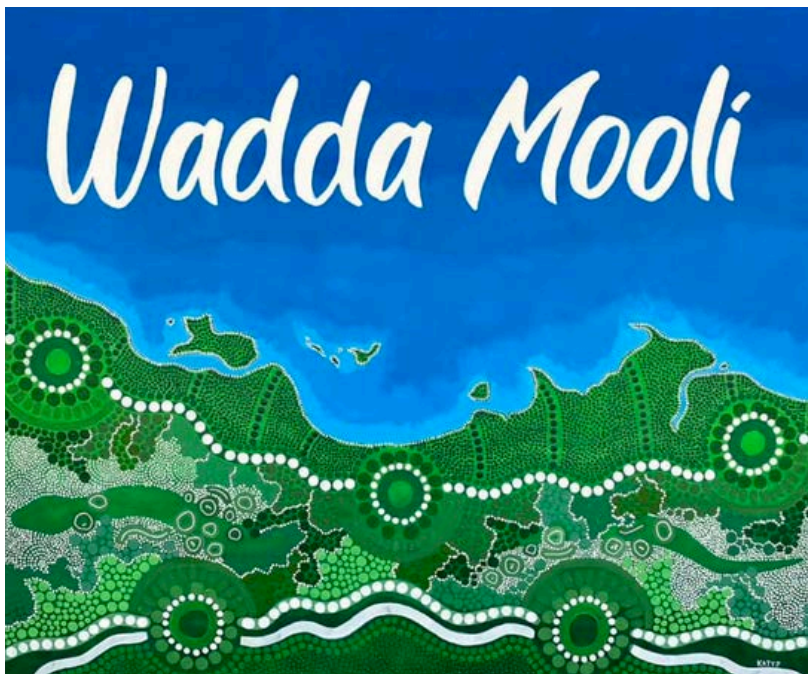
Message from Katisha Skeene

Welcome Sign: Titled "Wadda Mooli", Althea Projects CEO, Paula La Rosa; allowed me creative freedom to design and paint a welcome sign using the local Birrigubba language which translates to greetings such as "hello, goodbye, or welcome". The Traditional custodians of Townsville are the Bindal and Wulgurukaba people, and I wanted to capture an important story of this land while using traditional language as the greeting.

On the top half of the canvas, I made the words large and centered, purposefully utilising white to stand out against the vibrant blue.

On the lower half, I painted the coastline starting from Ingham/Hinchinbrook and finishing at Ayr to incorporate both Bindal and Wulgurukaba land, as well as including the Traditional Owners of Hinchinbrook, which is Warrgamay, Nywaigi and Bandjin, of Palm Island, which is Bwgcolman, of Magnetic Island which is Yunbenun and of the Burdekin which is both Bindal and Juru.

Lastly, given the painting will be hung on Wulgurukaba land, I wanted to incorporate a significant symbol of the Wulgurukaba people which is the carpet snake, so I outlined a snake using white dots, hiding half of its body behind the dots and patterns to represent the snake carving out the landscape.





OUR CHALLENGES

Our challenges include:

- Members of our RAP Working Group sometimes find it challenging to attend meetings due to their workload. We operate from 4 different locations, with competing client demands, which also adds to this difficulty. Althea Projects is committed to having staff engagement across all programs, therefore in an effort to reduce this barrier, we change meeting times when necessary and set up Microsoft Teams meetings. This helps us to achieve full attendance at our RAP meetings.
- Workforce shortage in our community and the need to fill positions quickly sometimes creates challenges in our recruitment process as we often move very quickly. We recognise the need to slow down urgent recruitment processes to ensure we have cultural representation. We now have a policy that requires all recognised Aboriginal and Torres Strait Islander positions to have a cultural representative on the interview panel. We have also established an informal agreement with our funding bodies to support us with this.
- Appointing additional Aboriginal and Torres Strait Islander Board members. This has been a focus in our latest strategic planning work and is at the forefront of our Board's work.

OUR INSIGHTS

Our greatest insight from our first two RAPs is that a lot can be achieved with little effort, it just needs a genuine commitment to reconciliation.

We aim to continue our journey of cultural learning and awareness to increase our understanding and appreciation of Australian Aboriginal and Torres Strait Islander cultures, histories and achievement. The review and renewal of our third RAP is supported by our Board and Leadership Team with the goal that all employees and volunteers throughout the organisation will embrace their personal and professional responsibility for contributing to this vital work. Our RAP has been developed with the intent of formalising Althea Projects commitment to creating meaningful and productive relationships, enhancing respect and promoting sustainable opportunities for Aboriginal and/or Torres Strait Islander children and young people, individuals and families, communities and businesses. Our commitment to reconciliation is underpinned by a deep respect and acknowledgement for the rich, vibrant and diverse nature of Aboriginal and Torres Strait Islander peoples, places and cultures.

The following aspirations have become a standard part of the way we do business and are embedded in our culture, policies and practices:

- Continuing listening to, learning from and consulting with Aboriginal and/or Torres Strait Islander Peoples.
- Ensuring a Welcome to Country or Acknowledge of Country occurs prior to any meeting or event.
- Ensuring all our premises have a Smoking Ceremony, by our local Aboriginal peoples.
- Building and embedding an organisational culture embracing respectful relationships with Aboriginal and/or Torres Strait peoples.
- Promoting reconciliation and raising awareness of knowledge of Aboriginal and/or Torres Strait Islander histories and cultures with Althea Projects employees, service users, volunteers, partner organisations and wider stakeholders.
- Promoting a changed community attitude about what a reconciled Australia looks like.
- Promoting learning and education through embedded protocols and practices.
- Increasing the representation of Aboriginal and Torres Strait Islander peoples employed within Althea Projects.
- Recognise and celebrate Aboriginal and Torres Strait Islander peoples, significant dates, histories, cultures and achievements as it related to the North Queensland community.
- Ensuring Althea Projects programs and services are accessible to Aboriginal and Torres Strait Islander peoples.
- Celebrating and embracing our difference and leverage these to create positive change.
- Respectfully walking alongside Aboriginal and Torres Strait Islander peoples in their journey towards healing.



RELATIONSHIPS

Althea Projects values strong relationships with Aboriginal and Torres Strait Islander peoples.

Althea Projects acknowledges that relationships with Aboriginal and Torres Strait Islander peoples, groups, businesses and organisations are essential to our everyday work practices and as such, are embedded into our governance and professional practices. We are committed to listen, learn and build culturally safe, respectful, and welcoming connections through our relationships with Aboriginal and Torres Strait Islander peoples.

Althea Projects recognises and respects the importance of kinship systems and family connections to Aboriginal and Torres Strait Islander peoples and is committed to playing a positive role to improving relationships and connections through all streams of our work. The building of relationships through our commitment to the RAP processes and actions reinforce and reflect the importance and meaning of reconciliation to our staff, volunteers, clients and stakeholder group.

Our goals and commitment to respectful purposeful relationships with Aboriginal and Torres Strait Islander peoples are aligned with Althea Projects strategic goal to develop and grow best practice, evidence-based services and programs that are culturally safe and that improve outcomes for individuals, families, children and young people.

ACTION 1

Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.

No.	Deliverables	Timeline	Responsibility
1.1	Meet with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement.	August 2025	CEO and Aboriginal & Torres Strait Islander Cultural Advisor
1.2	Review and update an engagement plan to ensure our work with Aboriginal and Torres Strait Islander stakeholders and organisations is based on local best practice protocols.	August 2025	CEO, Service Operations Manager and Aboriginal & Torres Strait Islander Cultural Advisor

ACTION 2

Build relationships through celebrating National Reconciliation Week (NRW).

No.	Deliverables	Timeline	Responsibility
2.1	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	April 2025 & 2026	Aboriginal & Torres Strait Islander Cultural Advisor & Administration Officer
2.2	RAP Working Group members to participate in an external NRW event.	27 May - 3 June, 2025 & 2026	CEO and Aboriginal & Torres Strait Islander Cultural Advisor
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, 2025 & 2026	CEO
2.4	Organise at least one NRW event each year.	27 May - 3 June, 2025 & 2026	Administration & Program Managers
2.5	Register all our NRW events on Reconciliation Australia's NRW website .	May 2025 & 2026	Administration & Program Managers

ACTION 3

Promote reconciliation through our sphere of influence.

No.	Deliverables	Timeline	Responsibility
3.1	Review and update a staff engagement strategy to raise awareness of reconciliation across our workforce.	October 2026	Quality & Clinical Governance Manager
3.2	Communicate our commitment to reconciliation publicly.	November 2025	CEO & Administration
3.3	Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.	January, February, April, June, July, August, October, November, December 2025 & 2026	CEO, Service Operations Manager, Aboriginal & Torres Strait Islander Cultural Advisor, Althea's Community Hub Program Manager, and Althea Foster and Kinship Program Manager
3.4	Collaborate with RAP organisations and other like-minded organisations to develop innovative approaches to advance reconciliation.	January, February, April, June, July, August, October, November, December 2025 & 2026 & 2027	Aboriginal & Torres Strait Islander Cultural Advisor

ACTION 4

Promote positive race relations through anti-discrimination strategies.

No.	Deliverables	Timeline	Responsibility
4.1	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	February 2025 & 2026	CEO, Corporate Services Manager & Quality & Clinical Governance Manager
4.2	Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to consult on our anti-discrimination policy.	May 2025 & 2026	CEO, Corporate Services Manager & Quality & Clinical Governance Manager
4.3	As part of our annual refresher requirements, allocate a special leadership team meeting to review with senior leaders, on the effects of racism.	May 2025 & 2026	CEO, Corporate Services Manager & Service Operations Manager
4.4	Review and update our anti-discrimination policy for our organisation. This is part of our induction and annual induction refreshers.	May 2025 & 2026	CEO, Corporate Services Manager, Service Operations Manager and Quality & Clinical Governance Manager

ACTION 5

Establish a local Aboriginal and Torres Strait Islander reference group/s focused to review, guide and enhance culturally safe, respectful and welcoming practices, particularly focused on our work in foster and kinship care and homelessness service.

No.	Deliverables	Timeline	Responsibility
5.1	Connect with local Aboriginal and Torres Strait Islander stakeholders and organisations that we have existing relationships with to explore key representatives. This can include client groups.	July 2025	CEO, Service Operations Manager, Aboriginal & Torres Strait Islander Cultural Advisor, Althea's Community Hub Program Manager, and Althea Foster and Kinship Program Manager

ACTION 5 cont.

No.	Deliverables	Timeline	Responsibility
5.2	Through our consultations with existing Aboriginal and Torres Strait Islander stakeholders, we will establish reference groups across our services. Through guidance from the stakeholders, these reference groups may be yarning circles or men's and women's business groups, whatever format that engages local Aboriginal and Torres Strait Islander peoples where they feel they can contribute in a meaningful way to guide our services.	February 2026	CEO, Service Operations Manager, Aboriginal & Torres Strait Islander Cultural Advisor, Althea's Community Hub Program Manager, and Althea Foster and Kinship Program Manager.
5.3	Develop and implement a Terms of Reference, based on guidance from key stakeholders.	February 2026	CEO, Service Operations Manager, Aboriginal & Torres Strait Islander Cultural Advisor, Althea's Community Hub Program Manager, and Althea Foster and Kinship Program Manager.
5.4	Establish agreed meeting location/s and regularity of meetings.	February 2026	CEO, Service Operations Manager, Aboriginal & Torres Strait Islander Cultural Advisor, Althea's Community Hub Program Manager, and Althea Foster and Kinship Program Manager.
5.5	Establish mechanisms for reviewing and updating practice.	September 2026	CEO, Service Operations Manager, Aboriginal & Torres Strait Islander Cultural Advisor, Althea's Community Hub Program Manager, and Althea Foster and Kinship Program Manager





RESPECT

Althea Projects respects Aboriginal and Torres Strait Islander peoples, ancestors, Elders past, present and emerging and is committed to continually developing our cultural competence in all elements of Aboriginal and Torres Strait Islander cultures.

A key value for Althea Projects is cultural mindfulness, where we acknowledge, respect and embrace Aboriginal and Torres Strait Islander peoples as the First Peoples of the lands in which we walk, work and live. We embed these traditions and histories into our practice frameworks and into our everyday practices with all key stakeholders, including staff, volunteers, clients and the broader community. Our commitment to demonstrating respect in all that we do to staff, volunteers, clients and broader community is central to our commitment to reconciliation.

This focus area is directly related to Althea Projects Organisational Value: "Cultural Mindfulness: We acknowledge, respect and embrace Aboriginal and Torres Strait Islander peoples as the First Peoples of the lands in which we walk, work and live. We embed these traditions and histories into our practice frameworks and all that we do."

ACTION 6

Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.

No.	Deliverables	Timeline	Responsibility
6.1	Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors to inform our cultural learning strategy.	March 2025, 2026 & 2027	Aboriginal & Torres Strait Islander Cultural Advisor, CEO and Service Operations Manager
6.2	Conduct a review of cultural learning needs within our organisation.	March 2025 & 2026	Corporate Services Manager & Aboriginal & Torres Strait Islander Cultural Advisor
6.3	Review and update a cultural learning strategy document for our staff.	August 2025	CEO, Service Operations Manager, Corporate Services Manager & Aboriginal & Torres Strait Islander Cultural Advisor
6.4	Provide opportunities for RAP Working Group members, HR managers and other key leadership staff to participate in formal and structured cultural learning.	July 2025, 2026	CEO and Corporate Services Manager

ACTION 7

Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.

No.	Deliverables	Timeline	Responsibility
7.1	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	November 2025 & 2026	CEO, Aboriginal & Torres Strait Islander Cultural Advisor, Service Operations Manager & Corporate Services Manager
7.2	Review and develop a cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country.	November 2025 & 2026	CEO, Aboriginal & Torres Strait Islander Cultural Advisor, Service Operations Manager & Corporate Services Manager
7.3	Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.	June 2025 & 2026	CEO, Aboriginal & Torres Strait Islander Cultural Advisor, Service Operations Manager & Corporate Services Manager
7.4	Continue to include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings.	February 2025	CEO & Aboriginal & Torres Strait Islander Cultural Advisor

ACTION 8

Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.

No.	Deliverables	Timeline	Responsibility
8.1	RAP Working Group to participate in an external NAIDOC Week event.	July 2025 & 2026	CEO, Aboriginal & Torres Strait Islander Cultural Advisor, Service Operations Manager & Corporate Services Manager
8.2	Review HR policies and procedures to remove barriers to staff participating in NAIDOC Week.	June 2025 & 2026	Quality & Clinical Governance Manager
8.3	Promote and encourage participation in external NAIDOC events to all staff.	June 2025 & 2026	CEO, Service Operations & Corporate Services Manager

ACTION 9

Althea Projects ensures we have culturally safe and welcoming workspaces, so everyone who accesses our services immediately feels respected.

No.	Deliverables	Timeline	Responsibility
9.1	Engage our employee, Katisha Skeene to continue to develop cultural artwork.	February 2025	CEO
9.2	Review and ensure any new workspaces have cultural artwork.	February 2025 & 2026	CEO, Service Operations Manager & Corporate Services Manager



OPPORTUNITIES

Althea Projects is committed to create opportunities for Aboriginal and Torres Strait Islander peoples through employment, training and procurement of goods and services.

We recognise that the employment of people with diverse skills and experiences enable us to ensure our services and workplaces are culturally safe. Recognising and valuing Aboriginal and Torres Strait Islander peoples and cultures, Althea Projects aspires to be a preferred employer of Aboriginal and Torres Strait Islander peoples. We are committed to increase supplier diversity and create business opportunities for Aboriginal and Torres Strait Islander peoples. We believe that through relationships with Aboriginal and Torres Strait Islander peoples and businesses we improve the services we deliver through the provision of culturally safe and ethical goods and services.

Our commitment to creating opportunities for Aboriginal and Torres Strait Islander peoples is directly related to our strategic goal to secure a workforce that is of the optimal size, capability and composition to best meet the needs of our clients.

ACTION 10

Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development.

No.	Deliverables	Timeline	Responsibility
10.1	Engage with Aboriginal and Torres Strait Islander staff to consult on our recruitment, retention and professional development strategy.	April 2025 & 2026	Corporate Services Manager

ACTION 10 Cont.

No.	Deliverables	Timeline	Responsibility
10.2	Build our understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	April 2025 & 2026	Corporate Services Manager
10.3	Review and update an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy.	May 2025 & 2026	Corporate Services Manager & Quality & Clinical Governance Manager
10.4	Continue to advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders.	May 2025 & 2026	Corporate Services Manager
10.5	Review HR and recruitment procedures and policies to remove barriers to Aboriginal and Torres Strait Islander participation in our workplace.	June 2025 & 2026	Corporate Services Manager & Quality & Clinical Governance Manager

ACTION 11

Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.

No.	Deliverables	Timeline	Responsibility
11.1	Review and update an Aboriginal and Torres Strait Islander procurement strategy.	June 2025 & 2026	CEO & Corporate Services Manager
11.2	Develop a register of Aboriginal and Torres Strait Islander suppliers, using the Supply Nation members as integral to this.	July 2025 & 2026	CEO & Corporate Services Manager
11.3	Develop and communicate opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff.	July 2025 & 2026	CEO & Corporate Services Manager

ACTION 11 Cont.

No.	Deliverables	Timeline	Responsibility
11.4	Review and update procurement practices to remove barriers to procuring goods and services from Aboriginal and Torres Strait Islander businesses.	August 2025 & 2026	CEO & Corporate Services Manager
11.5	Develop commercial relationships with Aboriginal and/or Torres Strait Islander businesses.	August 2025 & 2026	CEO & Corporate Services Manager



GOVERNANCE

ACTION 12

Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.

No.	Deliverables	Timeline	Responsibility
12.1	Maintain Aboriginal and Torres Strait Islander representation on the RWG.	November 2025 & 2026	CEO & Aboriginal & Torres Strait Islander Cultural Advisor
12.2	Review and update a Terms of Reference for the RWG.	November 2025 & 2026	CEO & Aboriginal & Torres Strait Islander Cultural Advisor
12.3	Meet at least four times per year to drive and monitor RAP implementation.	February, April, July, October 2025 & 2026	Administration Officer

ACTION 13

Provide appropriate support for effective implementation of RAP commitments.

No.	Deliverables	Timeline	Responsibility
13.1	Define resource needs for RAP implementation.	February 2025 & 2026	CEO, Service Operations Manager, Corporate Services Manager & Althea Projects Board, RWG Representative
13.2	Engage our senior leaders and other staff in the delivery of RAP commitments.	March 2025 & 2026	CEO, Service Operations Manager, Corporate Services Manager, Quality & Clinical Governance Manager & Program Managers
13.3	Define and maintain appropriate systems to track, measure and report on RAP commitments.	April 2025 & 2026	Administration Officer
13.4	Appoint and maintain an internal RAP Champion from senior management.	February 2025 & 2026	CEO

ACTION 14

Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.

No.	Deliverables	Timeline	Responsibility
14.1	Contact Reconciliation Australia to verify that our primary and secondary contact details are up to date, to ensure we do not miss out on important RAP correspondence.	June 2025 & 2026	CEO
14.2	Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Survey.	August 2025 & 2026	CEO & Aboriginal & Torres Strait Islander Cultural Advisor
14.3	Complete and submit the annual RAP Impact Survey to Reconciliation Australia.	September 2025 & 2026	CEO & Aboriginal & Torres Strait Islander Cultural Advisor

ACTION 14 Cont.

No.	Deliverables	Timeline	Responsibility
14.4	Report RAP progress to all staff and senior leaders monthly - quarterly.	February, March, April, May, June, July, August, September, October, November, December 2025 & 2026	CEO & Service Operations Manager, Corporate Services Manager
14.5	Publicly report our RAP achievements, challenges and learnings, annually.	November 2025 & 2026	CEO & Aboriginal and Torres Strait Islander Cultural Advisor
14.6	Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	April 2026	CEO & Aboriginal and Torres Strait Islander Cultural Advisor
14.7	Submit a traffic light report to Reconciliation Australia at the conclusion of this RAP.	December 2026	CEO & Aboriginal and Torres Strait Islander Cultural Advisor

ACTION 15

Continue our reconciliation journey by developing our next RAP.

No.	Deliverables	Timeline	Responsibility
15.1	Register via Reconciliation Australia's website to begin developing our next RAP.	September 2026	CEO & RAP Working Group



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