



Position Description – Reconciliation Advisor

Position Details

Position Title:	Responsible Practice Advisor
College/Portfolio:	College of Design and Social Context
School/Group:	College Office
Campus Location:	Based at the City campus, however may be required to work and/or be based at other campuses of the University.
Classification:	HEW 8
Employment Type:	Continuing
Time Fraction:	1.0

RMIT University

RMIT is a multi-sector university of technology, design and enterprise. The University's mission is to help shape the world through research, innovation and engagement, and to create transformative experiences for students to prepare them for life and work. For more information on RMIT University follow the links below.

<https://www.rmit.edu.au/about>

<https://www.universitiesaustralia.edu.au/university/rmit-university/>

<https://www.rmit.edu.au/about/facts-figures>

Our three main campuses in Melbourne are located in the heart of the City, Brunswick, Bundoora and Point Cook, along with other Victorian locations. There are also two campuses in Vietnam (Hanoi and Ho Chi Minh City) and a centre in Barcelona, Spain. RMIT is a truly global university.

<https://www.rmit.edu.au/about/our-locations-and-facilities>

We are also committed to redefining our relationship in working with, and supporting, Indigenous self-determination. Our goal is to achieve lasting transformation by maturing our values, culture, policy and structures in a way that embeds reconciliation in everything we do. We are changing our ways of knowing, working and being to support sustainable reconciliation and activate a relationship between Indigenous and non-Indigenous staff, students and community. Our three campuses in Melbourne (City, Brunswick and Bundoora campuses) are located on the unceded lands of the people of the Woi Wurrung and Boon Wurrung language groups of the eastern Kulin Nation.

Why Join RMIT?

Our people are at the heart of everything we do. At RMIT, we value innovation, collaboration and impact. Our values are the heart (durrung) of who we are and what we stand for at RMIT. They guide what we do, how we make decisions, and how we treat each other.



Inclusion Imagination Integrity Courage Passion Impact

Learn more about our values: <https://www.rmit.edu.au/about/our-strategy/values>

Organisational Accountabilities

RMIT is committed to the safety, wellbeing and inclusion of all staff and students. As a staff member, you are expected to comply with all relevant legislation and RMIT policies, including those related to: Equal opportunity, Occupational health and safety, Privacy and trade practices & Child safety standards:

Appointees are responsible for completing all required training and ensuring that they and their team members remain up to date on relevant compliance obligations.

Staff are expected to understand and support RMIT's child safe practices as part of their professional responsibilities. More about our child safety commitment: <https://www.rmit.edu.au/about/our-locations-and-facilities/facilities/safety-security/child-safety>.

Leadership at RMIT

At RMIT, leadership is not defined by position or hierarchy—it is a shared responsibility demonstrated by all staff, regardless of role or title. Leadership is grounded in our six core values, which guide and shape how we work together, make decisions, and create impact.

Effective leadership means consistently integrating these values into everyday actions and interactions, whether influencing a project outcome, supporting a colleague, or leading a team. All staff are expected to embody the principles of the Be-Know-Do Leadership Model:

Be – We are open and authentic, inclusive and empowering. We are purpose driven role models and communicators.

Know – We are self-aware, and understand our stakeholders, our sector and priorities.

Do – We set clear direction and expectations, we develop ourselves and others and promote mutual accountability to deliver results.

At every level, leadership at RMIT is about influence, contribution, and mindset. It is reflected in how we empower others, foster collaboration, and drive positive change through capability-building and alignment to strategic goals.

The College of Design and Social Context

RMIT's College of Design & Social Context brings together creative and practical study in the fields of design, technology and society.

Comprised of nine schools, the College encompasses a wide variety of disciplines of the built environment, education, media & communication, global & social studies and across all fields of art and design. It is this breadth of expertise and the shared commitment to addressing the most urgent challenges and opportunities of our time through interdisciplinary collaboration that gives the College its unique identity. Our work makes substantive contributions to sustainability and regenerative futures, global and social justice agendas and exploring the nexus of technology and the human experience.

We seek to deepen our understanding and offer possible paths forward for society by addressing these issues with imagination, rigour, and practicality. We do this through excellence in education and research that is future-focused, industry-connected and community engaged.

With over 21,000 students in Australia and Vietnam – from undergraduate students to PhD candidates – learning and researching with a team of over 1000 academics, we are dedicated to fostering an environment that advances knowledge and transforms professional practice.

Through our highly respected research centres, groups and international partnerships, the College is having an impact globally with agenda-setting research that informs government policy, supports industry innovation and advances creative practice.

The College has a significant presence in Asia and Europe through higher education programs and active research projects. This includes programs at RMIT's Vietnam campus and with partner organisations in Singapore and Hong Kong, and research activity at RMIT Europe, the University's innovation hub in Barcelona.

The College is recognised globally for its standing across numerous fields with Art and Design and Architecture and the Built Environment both having the number one spots in Australia and the Asia-Pacific, both are 18th globally in the 2024 QS World Rankings by Subject, while Communications and Media Studies is ranked fourth in Australia and in the top 50 globally.

For more information see www.rmit.edu.au/dsc

Position Summary

The Responsible Practice Advisor role sits within the DSC College Learning and Teaching Team, and works closely with the Belonging initiative, coordinating DSC's Responsible Practice commitments and activities. The role focuses on the development and implementation of DSC College and University -wide initiatives related to the implementation of the five Indigenous Strategic Commitments, being:

- Reconciliation to Responsible Practice
- Indigenous students
- Indigenous Knowledges (Research, Learning and Teaching)
- Community Engagement; and
- Indigenous staff.

The Responsible Practice is a key member of the Belonging and Responsible Practice Group and provides support to the School Leads. The incumbent will work collaboratively across RMIT to support

whole-of-university efforts to embed sustainable reconciliation as part of our Responsible Practice commitments. The position has strong ties to the Office of Indigenous Education Research and Engagement, and will build strong connections with Indigenous people and communities

Reporting Line

Reports to: Associate Deputy Vice-Chancellor Learning, Teaching & Quality (DSC)

Direct reports: Nil

Organisational Accountabilities

RMIT University is committed to the health, safety and wellbeing of its staff. RMIT and its staff must comply with a range of statutory requirements, including equal opportunity, occupational health and safety, privacy and trade practice. RMIT also expects staff to comply with its policy and procedures, which relate to statutory requirements and our ways of working.

RMIT is committed to providing a safe environment for children and young people in our community. Read about our commitment and child safe practices. <https://www.rmit.edu.au/about/our-locations-and-facilities/facilities/safety-security/child-safety>.

Appointees are accountable for completing training on these matters and ensuring their knowledge and the knowledge of their staff is up to date.

Key Accountabilities

- Be a leader in Responsible Practice at RMIT and lead the development and implementation of Aboriginal and Torres Strait islander engagement activities aligned to the Indigenous Strategic Commitments.
- Work with Ngarara Willim Centre to facilitation support and outcomes for Aboriginal and Torres Strait Islander students and community who access College programs.
- Work with the Office of Indigenous Education Research and Engagement team to deliver the five Indigenous strategic commitments and advise College leadership on aspects of Indigenous Engagement.
- Co-ordinate and actively contribute to the Belonging and Responsible Practice community within DSC, and represent the College where required across the university.
- Coordinate the development of Responsible Practice capability across academic, teaching and professional staff of the College.
- Advise the College and Schools on collaborative opportunities with Aboriginal and Torres Strait Islander communities and people.
- Participate and actively contribute to the broader Indigenous community of practice across the organisation, including the support and promotion of significant national events within the College and university wide.

Key Selection Criteria

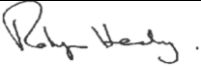

1. Must be of Australian Aboriginal and/or Torres Strait Islander heritage.
2. A demonstrated commitment to advancing meaningful reconciliation with Aboriginal and/or Torres Strait Islander peoples through personal practice and a highly developed understanding of the systemic barriers and challenges experienced by Aboriginal and Torres Strait Islander communities specifically, but not limited to, Victoria.
3. Connections with the Victorian Aboriginal community and demonstratable knowledge of Aboriginal and Torres Strait Islander cultures and organisations.
4. Proven experience working with diverse stakeholder groups to effectively drive an Indigenous self-determination agenda.
5. Exposure to programs, project management and researching policy within a complex organisation to drive desired outcomes in line with strategy.
6. Proven management skills including the capacity to initiate and assist in continuous improvement in a dynamic environment and to provide strategic advice and support to senior management.
7. Demonstrated strong interpersonal and communication skills, including a proven capacity to build and maintain productive relationships with a wide range of internal and external groups, which include Indigenous community, industry partners and internal business units.
8. Demonstrated ability to work co-operatively and flexibly as a member of a team.

9. Proven ability to provide to work autonomously, manage competing priorities and deadlines and meet reporting requirements.

Qualifications

A degree with appropriate experience; or an equivalent combination of relevant experience and/or education/training.

Note: Appointment to this position is subject to passing a Working with Children Check and other checks as required by the specific role. Maintaining a valid Working with Children Check is a condition of employment at RMIT.

Endorsed:	Signature:  Name: Robyn Healy Title: ADVC LTQ DSC Date: 28/11/2025	Approved:	Signature:  Name: Tim Marshall Title: DVD DSC & VP Date: 28/11/2025
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