



The Indigenous Employment Panel

Background

The Australian Government has committed to halving the gap between Indigenous and non-Indigenous employment outcomes within a decade. As part of that commitment the Government is reforming and improving employment services for Indigenous Australians.

The Government has announced a Request for Tender to deliver a range of activities to Indigenous Australians, their communities and employers throughout Australia. As part of the tender two new panels of organisations will be established focusing on:

- Employment, and
- Economic Development and Business Support.

Projects funded through the panels will increase Indigenous Australians' employment and participation in economic activities. The new panels will start on 1 July 2009 as part of the Government's reforms of the Indigenous Employment Program.

What is the Employment Panel?

The Employment Panel will help to equip employers with the skills, knowledge and expertise necessary to provide sustainable employment opportunities for Indigenous Australians. It will also prepare Indigenous Australians to take up employment opportunities, stay in jobs and enhance their future employment prospects.

Organisations that successfully tender for the Employment Panel will provide a range of Indigenous employment services in four areas:

- Building the aspirations of Indigenous Australians
- Developing or providing training for Indigenous Australians
- Employer support services to recruit and retain more Indigenous Australians; and
- Developing Indigenous workforces in communities and in industries.

Do I need to tender?

It is up to each person and organisation to decide whether to tender to become a Provider for one or both panels. You should read the RFT carefully before you make a decision. When considering whether to tender to become an IEP provider, it may help if you consider these two questions:

Do I want to be paid to provide the services, assistance and activities described in this RFT?

If you answer 'yes', then you should consider tendering for this RFT. You may also want to consider whether you would like to lodge a tender collectively with another organisation or organisations.

Do I, or does my business, want to receive the services, assistance and activities described in this RFT?

If the answer is 'yes', then it is not necessary for you to tender for this RFT (although you may tender, if you would like to).

Where can I find out more?

The RFT documentation can only be obtained from the AusTender website at www.tenders.gov.au. You must register on AusTender to access this documentation.

The closing date and time for the submission of tenders is 7.00 pm (Canberra time), Friday 24 April 2009.

DEEWR will hold a series of public information sessions nationally, including two online information sessions. Information about these sessions can be found by calling the Employment Services Purchasing Hotline on **1300 733 514** between the hours of 9.00 am and 5.00 pm (Canberra time) Monday to Friday or by going to workplace.gov.au/espurchasing.

Enquiries regarding the RFT should also be directed to the Employment Services Purchasing Hotline on **1300 733 514** or via email to espurchasing@deewr.gov.au.

The table, over the page, provides examples of the types of activities that could be provided by the Panel.

What sort of activities can be supported by the Employment Panel?

Building the aspirations of Indigenous Australians

Activities, products or community events that inspire or support participation in education and employment

Promoting success and peer role models

Providing career guidance and mentoring

Work exposure opportunities

Public recognition for example Indigenous employer or employee awards

Developing or providing training for Indigenous Australians

Work familiarisation courses

Occupational Health and Safety courses

Work experience

On-the-job training and up-skilling

Accredited language, literacy and numeracy training

Other accredited training, including apprenticeships, traineeships, and school-based traineeships

Other specific training or courses requested by an employer

Employer support services to recruit and retain more Indigenous Australians

Placing Indigenous Australians into employment

Providing practical support, including mentoring, to address issues that affect a person's capacity to get or keep a job

Support for Indigenous Australian workers and their families, including voluntary mobility assistance

Wage subsidies

Funding to students and employers of Indigenous Australians undertaking tertiary qualifications (previously known as cadetships)

Training personnel in culturally appropriate recruitment and workplace practices and training Indigenous people in human resources management

Engagement with schools and career counsellors

Marketing information sessions via local Indigenous newspapers, circulars or radio stations

Developing products that promote and encourage the procurement of goods and services from Indigenous businesses or businesses that employ Indigenous Australians

Increasing employment outcomes for Indigenous Australians by workforce development

Cross-cultural awareness training

Helping communities, industries and groups of local employers develop recruitment, retention and succession strategies in their communities and workplaces

Developing Indigenous workforce capacity to support local and regional economic development strategies

Establishing employer networks to promote business-to-business support, leadership, mentoring, and business, philanthropic or community partnerships



The Economic Development and Business Support Panel

Background

The Australian Government has committed to halving the gap between Indigenous and non-Indigenous employment outcomes within a decade. As part of that commitment the Government is reforming and improving employment services for Indigenous Australians.

The Government has announced a Request for Tender to deliver a range of activities to Indigenous Australians, their communities and employers throughout Australia. As part of the tender two new panels of organisations will be established focusing on:

- Employment, and
- Economic Development and Business Support.

Projects funded through the panels will increase Indigenous Australians' employment and participation in economic activities. The new panels will start on 1 July 2009 as part of the Government's reforms of the Indigenous Employment Program.

What is the Economic Development and Business Support Panel?

Services provided through the Economic Development and Business Support Panel will foster and support existing enterprises from conception all the way through to expansion.

The services will also support communities and organisations to put in place economic development strategies and also provide business development or financial services for Indigenous businesses and organisations.

Organisations that successfully tender for the Economic Development and Business Support Panel will provide a range of Indigenous services in four areas:

- Building business capacity
- Business development services for individual, family, organisation or community based businesses
- Developing business aspirations; and
- Economic development in Indigenous communities.

Do I need to tender?

It is up to each person and organisation to decide whether to tender to become a Provider for one or both panels. You should read the RFT carefully before you make a decision. When considering whether to tender to become an IEP provider, it may help if you consider these two questions:

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Do I, or does my business, want to receive the services, assistance and activities described in this RFT?

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What sort of activities can be supported by the Economic Development and Business Support Panel?

Business capacity building services

Providing financial literacy training, for example culturally appropriate training or materials on financial management, or understanding banking and financial institution arrangements such as loans

Culturally appropriate literacy and numeracy training to enable Indigenous business owners or managers to operate in a business environment, for example understanding and completing business forms, contracts, computer business applications

Providing culturally appropriate training or workshops on:

- how to start and run a business
 - project management and business administration, skills development training or professional development opportunities
 - financial management, governance training and professional development opportunities to enable Indigenous Australians to meet regulatory obligations
 - leadership and negotiation skills programs to enable Indigenous Australians to actively engage in economic and business development
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Business development and support services for individual, family, organisation or community based businesses

Conducting business feasibility studies

Development and implementation of business plans that support sustainable businesses or economic development initiatives

Through tailored professional advice and support:

- enabling Indigenous businesses or organisations to establish sound financial management arrangements (including arrangements with financial institutions) with a focus on skills transfer
- identifying and developing partnerships or joint venture arrangements to sustain viable businesses or economic outcomes
- providing business mentoring, business-to-business mentoring and professional networks
- assisting Indigenous businesses to access procurement opportunities
- providing business and risk management planning

Developing culturally appropriate business tools or information

Building the business aspirations of Indigenous Australians

Developing products, services and opportunities for Indigenous Australians, organisations or communities to participate in business and economic development opportunities

Conducting activities that assist in understanding what it means to run a business, and the skills and traits required

Working with successful Indigenous entrepreneurs, leaders and community role models

Developing products (for example multimedia products) that promote self-employment

Promoting active engagement in economic development decisions impacting on communities

Promoting sound financial management practices

Indigenous economic development

Conducting assessments of social and economic capacity to proactively drive and sustain business and economic opportunities

Scoping and planning potential business and economic development opportunities

Supporting the development and implementation of community or regional development plans and other strategic initiatives

Providing other professional services that assist business and economic development



Tendering for Indigenous Employment Services

Background

The Australian Government has committed to halving the gap between Indigenous and non-Indigenous employment outcomes within a decade. As part of that commitment the Government is reforming and improving employment services for Indigenous Australians.

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- Employment, and
- Economic Development and Business Support.

Projects funded through the panels will increase Indigenous Australians' employment and participation in economic activities. The new panels will start on 1 July 2009 as part of the Government's reforms of the Indigenous Employment Program.

The aims of the panels are to:

- equip employers with the skills, knowledge and expertise necessary to provide sustainable employment opportunities for Indigenous Australians in their organisations
- prepare Indigenous Australians to take up training and employment opportunities, stay in jobs and enhance their future employment prospects, and
- provide support for Indigenous Australians to become self-employed and develop businesses in urban, regional and remote areas.

Request for Tender

The Request for Tender (RFT) process for these panels is the first step in reforming the Indigenous Employment Program. The reformed services will help more Indigenous Australians in remote, regional and urban communities into work and business.

The new services will enable the Department of Education, Employment and Workplace Relations (DEEWR) to work with people to deliver a broad range of projects suited to their own local circumstances, focusing on how to achieve the best employment outcomes.

Government support will be packaged under a single contract for each new project. Communities, businesses and individual entrepreneurs will be able to access this support through a variety of access points.

Do I need to tender?

It is up to each person and organisation to decide whether to tender to become a Provider for one or both panels. You should read the RFT carefully before you make a decision.

The RFT sets out:

- What the Government is seeking to purchase from providers.
- The things you must do in order to tender, or to have your tender assessed.
- Other information that might help you decide whether to tender.
- What to include in your tender.

When considering whether to tender to become an IEP provider, it may help if you consider these two questions:

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