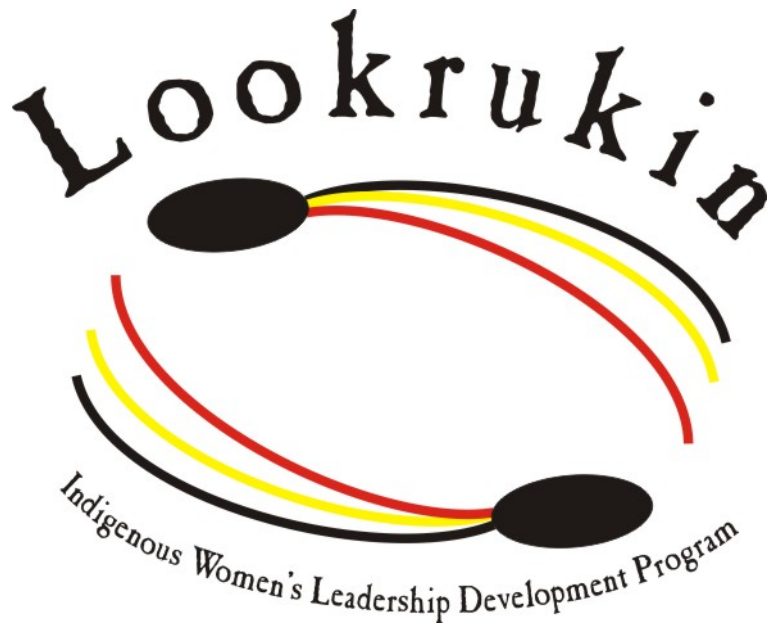




Office of the Commissioner for
Public Employment



**An Indigenous Women's Leadership
Development Program**

Prospectus

Prospectus

Lookrukin Indigenous Women's Leadership Development Program

INTRODUCTION

The Lookrukin Indigenous Women's Leadership Development Pilot Program is specifically designed to provide a high level, significant learning experience for Aboriginal and Torres Strait Islander women employed in the Northern Territory Public Sector (NTPS). "Lookrukin" is a Kungarakana language word, meaning "adult female".

Objectives of the Lookrukin program are:

- to redress the lack of representation of Indigenous women in senior management and executive officer positions in the NTPS;
- to improve utilisation of government services in the Indigenous community by having a workforce profile that matches the population profile of the Northern Territory.

The intent of the Lookrukin program is to provide an opportunity for Indigenous women to gain the knowledge and skills necessary to win promotions based on merit and to increase their effectiveness in their current positions.

HISTORY OF THE PROGRAM

The Office of the Commissioner for Public Employment developed the Lookrukin Indigenous Women's Leadership Development Pilot Program in response to calls for a women's version of the highly successful *Kigaruk Indigenous Men's Leadership Development Pilot Program*, which was conducted over 2003/2004, and from which all twenty-five participants graduated with a Diploma of Business (Frontline Management) through Charles Darwin University (CDU) in May 2004.

Lookrukin was developed in close consultation with a reference group of Indigenous women drawn from across a range of NTPS agencies, academic institutions, and private sector organisations. The consultation process included input from women representing all areas of Darwin and the regions.

A PROCESS, NOT AN EVENT

The program is intended as a formal learning experience that couples significant personal learning with organisational development strategies, designed around the principles and processes of Action Learning.

The Action Learning methodology has a number of features:

1. Formal learning content is applied directly to the context of each participant's workplace. The learning is presented in a format that allows time for reflection and application.
2. Participants apply the aspects of learning that are most relevant and critical to supporting the requirements of their agency as well as contributing to their own personal and professional development.
3. Individuals are encouraged to take responsibility for the learning needed to strengthen their own personal effectiveness.
4. Components of Action Learning processes include:
 - ◆ Formal learning units
 - ◆ Unit reflection
 - ◆ Mentoring support
 - ◆ Learning teams or networks – Action Learning Groups (ALGs)
 - ◆ Self and peer assessment.
5. Academic support for participants is made available through the Indigenous Tutorial Assistance Scheme (ITAS), which is part of the Indigenous Support Unit, Community and Access, at CDU.
6. Learning advisers from the Office of the Commissioner for Public Employment are also on hand to support participants should they require additional assistance.

The academic component of the program is conducted at CDU over one teaching period (one semester).

Completion of the action learning component, which comprises group project presentations and personal learnings discussions, is scheduled for the second teaching period, with formal graduation at CDU on a nominated date.

The program runs for two days per month in Darwin, which includes one course day at CDU and one Reflection day at Harbour View Plaza. The two workdays are conducted sequentially.

The Lookrukin Indigenous Women's Leadership Development Pilot Program commences with a half-day introductory session in Darwin prior to the conduct of a three-day residential, facilitated by an appropriate leadership and management consultant.

ACCREDITATION

The Lookrukin Indigenous Women's Leadership Development Pilot Program is accredited as a *Diploma of Business (Frontline Management)* through Charles Darwin University.

The formal accreditation process requires that participants will:

1. Enrol as students at CDU (this Office will facilitate that process)
2. Complete eleven (11) written assessments based on the following core units and achieve a satisfactory competency grading in all combined modules. Grading is assessed as follows:

CP = Competent Pass; CM = Competent with Merit; CH = Competent with High Merit; NC = Not Yet Competent; CE = Continuing Enrolment (CE applies if assessments are not completed within the required timeframe).

BSBFLM501B *Manage personal work priorities and professional development*

BSBFLM503B *Manage effective workplace relationships*

BSBFLM505B *Manage operational plans*

BSBFLM506B *Manage workplace information systems*

BSBFLM507B *Manage quality customer service*

BSBFLM509B *Facilitate continuous improvement*

BSBFLM510B *Facilitate and capitalise on change and innovation*

BSBFLM511B *Develop a workplace learning environment*

BSBFLM512A *Ensure team effectiveness*

BSBFLM514A *Manage people*

BSBMGT505A *Ensure a safe workplace*

3. Complete and submit a written journal and participate in an informal verbal discussion with Indigenous female academics and elders, reflecting on **individual** personal learnings and successes attained as a result of participating on the program.
4. Complete and submit a group written report, as well as a group oral and visual presentation to Chief Executives of representative agencies, reflecting **group** learnings and successes attained during the program.

PRESENTATION DAYS

Three days are set aside for participants to engage in personal learnings discussions and group project presentations.

Personal learnings are assessed on an individual basis and participants submit a written account of their Lookrukin learning journey (adapted from their journals), as well as participate in an informal discussion of their learnings and successes with a small panel comprising Indigenous elders and academics.

Project presentations involve group written reports, as well as team oral and visual presentations of those reports to assessment panels comprising Chief Executives and other senior members of the various representative agencies.

Participants also engage in discussion of their group learnings with members of the assessment panel.

PARTICIPATION

Enrolment and participation in the Lookrukin Indigenous Women's Leadership Development Program is through your agency's formal nomination and selection processes. Participants will be drawn from across a range of NTPS agencies. Maximum number of participants is restricted to twenty (20) so early nomination is recommended.

FURTHER INFORMATION

Please contact Strategic Workforce Development
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Acknowledgement



The Lookrukin logo was developed and designed by Kungarakan Elder, Mildred McGinness.

The story attached to the logo design is that of beetle-like insects (up to 5mm in length) that skim busily in small or large groups on the surface and edges of fresh waterways. Their presence signifies the purity of the water.

The Aboriginal colours of black, red and yellow are used to signify the wake caused by the little beetles as they skim swiftly across the water.