

firstpeople



ABORIGINALBUSINESS  
DIRECTORY WA

# A guide to recruiting **First Nations** People in Australia

Discover **talented mob** across  
Australia

# Welcome to **firstpeople**

Welcome to **firstpeople**, an online platform connecting mainstream industries with **First Nations talent** and **businesses** across Australia. Recruiting First Nations people in Australia is not only an opportunity to foster diversity and inclusivity but also a chance to benefit from the unique perspectives and skills that Indigenous candidates bring to the table. This guide will help you navigate the process of recruiting Indigenous talent effectively on our platform.

## 1. Understand Cultural Sensitivity

- Start by educating yourself and your team about the diverse cultures and traditions among First Nations people. Recognise that there is no single Indigenous culture but a multitude of distinct cultures and languages.
- Consult cultural resources, Indigenous elders, or local Indigenous organisations to deepen your understanding of cultural sensitivity.
- Be prepared to demonstrate respect for Indigenous cultures and traditions during interactions with candidates.

## 2. Optimise your First People Business Profile

- Create a comprehensive and engaging business profile on First People. This profile is your digital face to potential Indigenous candidates and partners.
- Use your profile to communicate your business's values and mission regarding Indigenous employment. Share any relevant initiatives, such as mentorship programs or Indigenous community support.
- Highlight your commitment to creating an inclusive workplace that values diversity and offers equal opportunities.

## 3. Post Inclusive Job Listings

- When posting job listings, pay close attention to the language and tone you use. Craft job descriptions that are inclusive, welcoming, and free from bias.
- Mention explicitly in your job listings that your business is committed to diversity and equal opportunity. Encourage candidates from all backgrounds to apply.
- Avoid gendered language and use inclusive titles, such as "Sales Representative" instead of "Salesman."

## **4. Connect with Indigenous Businesses**

- Explore the Business Database on the platform to identify Indigenous-owned businesses that might provide goods or services relevant to your industry.
- Engaging with Indigenous businesses can not only create opportunities for collaboration but also demonstrate your dedication to supporting Indigenous economic growth.
- Reach out to these businesses for partnership opportunities that align with your needs and objectives.

## **5. Search the Candidate Database**

- The Candidate Database is growing to be a powerful tool for finding Indigenous talent. Utilise advanced search filters to refine your candidate search.
- While experience and qualifications are important, look beyond these to consider the unique skills, perspectives, and cultural awareness that Indigenous candidates may bring.
- Actively engage with candidates, acknowledge their unique qualities, and express your business's commitment to diversity.

## **6. Create an Inclusive Hiring Process**

- During the interview and hiring process, create an environment that is inclusive and welcoming for all candidates, including Indigenous applicants.
- Avoid culturally insensitive questions and stereotypes. Instead, focus on the candidate's skills, qualifications, and alignment with your business's values and mission.
- Encourage interview panels to receive training on conducting culturally sensitive interviews.

## **7. Indigenous Mentorship Programs**

- Consider establishing Indigenous liaison or mentorship programs within your organisation. These programs provide a support network for Indigenous employees.
- Offer mentorship opportunities to help Indigenous employees navigate their roles, understand company culture, and advance in their careers.
- Create a safe space for Indigenous employees to share their experiences and feedback within these programs.

## **8. Cultural Awareness Training**

- Provide cultural awareness training to all employees, not just those involved in recruitment. This helps foster understanding and respect for Indigenous cultures.
- Training should cover topics such as Indigenous history, cultural practices, and contemporary issues.
- Encourage employees to ask questions and engage in open dialogue to increase cultural awareness.

## **9. Communicate your commitment**

- Actively communicate your commitment to Indigenous recruitment and diversity. Share your progress and success stories through internal and external communication channels.
- Use your platform on First People to showcase your commitment and share updates about Indigenous-related initiatives.
- Engage in public relations efforts to highlight your support for Indigenous communities and their economic development.

## **10. Seek feedback and continuous improvement**

- Encourage Indigenous employees to provide feedback on their experiences within your organisation. Create a safe and confidential feedback mechanism.
- Use this feedback to make ongoing improvements to your Indigenous employment strategies. Continuously assess and adjust your practices to align with your employees' needs and expectations

## **11. Participate in Networking Opportunities**

- Engage actively in networking events and opportunities provided by First People and others. These events can help you connect with Indigenous talent and businesses.
- Attend webinars, seminars, and conferences related to Indigenous employment and reconciliation.
- Participate in Indigenous cultural events to build relationships and foster a deeper connection with the community.