

Youth Inclusion Action Plan October 2021 to December 2023

Background

In 2021, Regional Arts WA's Board formed a working party to develop the Equity, Diversity and Inclusion Policy which requires the development of focused action plans for age, CaLD (culturally and linguistically diverse), disability, gender and LGBTQ (lesbian, gay, bisexual, transgender and queer or questioning).

This Youth Inclusion Action Plan was created in conjunction with the Youth Sub-Committee (YSC) comprised of Kellee Aberg, Grace Crogan, Minna Hilton, Clea Purvis, Hanna Spencer, and Jessikah Woods. It aims to increase the accessibility of Regional Arts WA programs, services, and activities to young people, aged 18-26 years.

Our Intention

Regional Arts WA is committed to increasing young people's access across its programs, services, and activities from October 2021 by the end of 2023.

Our Goals

1. Provide peer support: The availability and access to mentors or skilled peers is important for young people in growing their careers in the arts sector. Having someone available to answer questions and lend a helping hand will build experience and confidence. Regional Arts WA will provide support across services.
2. Use plain English: Knowledge of arts terms, language and acronyms is a barrier for young people who are starting out their arts journey. Regional Arts WA will use plain English which is clear and simple throughout its services.
3. Provide case studies: Many young people acknowledge they have limited knowledge and experience after completing high school. It is daunting for a young person to step into the arts sector without information of what is expected from them, what success looks like, and how to achieve goals without a how-to guide or roadmap. Regional Arts WA will provide case studies across services to increase understanding.

Our Action Plan

Action	Deliverable		Timeline	Responsibility
Provide peer support	Give additional time to staff supporting young people.		October 2021 to January 2022	CEO
	Training for staff to become better equip to be mentors and guides.		January 2022 to December 2023	Program Manager (JA)
	Develop a group of willing and available mentors/skilled peers from the sector including the exploration of a partnership with Propel Youth Arts		July 2022 to June 2023	Program Manager and YSC
Use plain English	Review the change Regional Arts WA documents, guidelines, and templates	Grant Guidelines, Applications and Acquittals	January 2022 to December 2022	Investment Coordinator and YSC
		Communication Platforms	April 2022 to June 2022	Program Manager (WC) and YSC
	When using acronyms and arts-specific terms in conversations, promotions, and documents, ensure everyone understands. Include glossaries.	Review and change Grant Guidelines, Applications and Acquittals	January 2022 to December 2022	Investment Coordinator
		Review and change Communication Platforms	January 2022 to March 2022	Program Manager (WC)
		Review and change Reports, Contracts, and Agreements templates	January 2022 to December 2022	CEO & Program Manager (JA)
		Face-to-face and online forums	January 2022, Ongoing	All Staff
	Promote language inclusivity for events, meetings, roundtables, workshops and webinars to ensure everyone understands conversations		January 2022, Ongoing	Program Manager (WC)
Provide clear examples	Include examples of a successful application and acquittal for each grant.		January 2022, Ongoing	Investment Coordinator
	Include examples of successful arts and cultural projects. Particularly the journey of a project from idea to grant application to delivery to acquittal to story		July 2022, Ongoing	Program Manager (WC) and YSC
	Build tailored resources for each project, e.g., each grant will have links to relevant websites and guides.		July 2022, Ongoing	Program Manager (WC)

Our Responsibility

This Action Plan is completed by Regional Arts WA staff, and it outlines the key responsibilities of each deliverable. The CEO is responsible for strategic business leadership, development, and overall performance of the organisation. Each Program Manager leads a team and delivers a set of projects and activities to satisfy the key strategies and achieve long-term outcomes. The Investment Coordinator manages strategic funding programs from the beginning, through to evaluation and completion.

Glossary:

Accessibility: The quality of being easy to approach, reach, enter, speak with, use, or understand.

Acquittals (grant): means accurately reporting on the funded activities and the expenditure of the funding.

Acronyms: an abbreviation formed from the initial letters of other words and pronounced as a word

Action Plan: is a checklist for the steps or tasks you need to complete in order to achieve the goals you have set.

Applications (grant): is a structured, written document that describes how you plan to meet the stated needs for the grant program

Board (of Directors): group of people who are responsible for the strategic planning, operations, management and performance of the organisation.

Business leadership: refers to how individuals go about making decisions, working toward goals and exercising authority in a professional environment.

CALD: someone who identifies as having different cultural backgrounds and speaks other languages besides English.

Communication Platforms: tools that allows organisations to communicate to their audiences in real-time, for example, social media, website etc.

Diversity: having different attributes and backgrounds, which in turn means people with different skills, experiences and perspectives.

Equity: when everyone is treated fairly and impartially.

Evaluation: the making of a judgement about the amount, number, or value of something; assessment.

Funding: money provided, especially by an organisation or government, for a particular purpose.

Glossaries: an alphabetical list of words relating to a specific subject, text, or dialect, with explanations; a brief dictionary

Inclusion: occurs when a range of people from diverse backgrounds and with varied skills feel valued and respected, have access to opportunities and resources, and can contribute their perspectives and talents to improving their communities.

Language inclusivity: language that avoids the use of certain expressions or words that might be considered to exclude particular groups of people.

Long-term outcomes: include the overall goals of the company set four or five years in the future and usually are based on reaching the short-term and medium-term targets.

Peer: a person who is equal to another in abilities, qualifications, age, background, and social status.

Plain English: is communication your audience can understand the first time they read or hear it.

Policy: is a set of ideas or plans that is used as a basis for making decisions, especially in politics, economics, or business.

Roundtables: group of people holding close discussion and exploration of a specific topic

Strategic: relating to the way in which an organisation decides what it wants to achieve and plans actions and use of resources over time

Webinars: is an online meeting or presentation held via the Internet in real-time.

Youth Sub-Committee: small group of young people assigned to focus on a particular task and/or make recommendations to the Board of Directors for decision.