

# Terms of Reference

## **Purpose of the College of Aboriginal and Torres Strait Islander Healing Practices (CATSIHP)**

The College of Aboriginal and Torres Strait Islander Healing Practices was established in October 2019 as a forum to recognise the legitimacy and diversity of Indigenous Healing practices, and support members to become a skilled workforce while reducing the risk of traumatization on our communities.

The core aim of CATSHIP is to provide leadership, representation, advocate and promote self-determination, cultures, values, and belief systems of Aboriginal and Torres Strait Islander peoples through increasing access to Aboriginal and Torres Strait Islander healers and practitioners and improving health outcomes for Aboriginal and Torres Strait Islander peoples.

## **Roles and Responsibilities:**

The role of the CATSIHP Leadership Group is to:

1. Advocate for the expertise and experience of Aboriginal and Torres Strait Islander practitioners and practitioners from other First Nations Peoples.
2. Develop training standards and practice guidelines for Aboriginal and Torres Strait Islander practitioners that support their use of Indigenous Healing Practices.
3. Develop training standards and guidelines that promote principles of practice for non-Aboriginal practitioners to support Aboriginal and Torres Strait Islander people's healing.
4. Support the accreditation of existing and new training programs in Indigenous Healing.
5. Promote pathways for Aboriginal and Torres Strait Islander healers and practitioners to gain qualifications to learn and teach in VET and tertiary settings.
6. Guide and oversee membership pathways for Aboriginal and Torres Strait Islander healers and practitioners. Engage Aboriginal and Torres Strait Islander healers and practitioners around the role of CATSIHP and seek their input into CATSIHP initiatives.
7. Provide professional and personal development opportunities to support Aboriginal and Torres Strait Islander healers and practitioners.
8. Provide professional and personal development opportunities for non-Aboriginal practitioners around principles of practice, decolonised healing, cultural competency, humility, and safety to support Aboriginal and Torres Strait Islander peoples and our communities.
9. Establish a network of practitioners and educators around the field of Indigenous Healing Practices.

## **Strategies**

The following strategies will be adopted to implement the College's role:

1. Plan continuing professional development activities.
2. Provide opportunities for networking and peer support.
3. Develop and maintain practice standards and guidelines over and above PACFA's standards.
4. Promote the work and professional identity of members by advocating for the professional interests and work conditions of Aboriginal and Torres Strait Islander healers and practitioners.
5. Produce news and other member communications.
6. Produce articles for PACFA journals, website resources and other professional resources / publications.
7. Sponsor and foster research.
8. Contribute to the development of curriculum and engage with providers.

## **Planning**

The Leadership Group will:

1. In consultation with the PACFA Office, prepare an Annual Plan each year of activities using the standard template, or another appropriate format developed by the Leadership Group.
2. In consultation with the PACFA Office prepare budgets for the planned activities using the standard template.
3. Appoint representatives to participate in PACFA Council meetings.

## **Membership**

Membership of CATSIHP will be open to all PACFA members who complete the application process and are approved by the Convenor / Deputy Convenor.

### **Leadership Group composition and eligibility**

- To ensure cultural safety and genuine representation of the Aboriginal and Torres Strait Islander community the Leadership Group will ideally have a minimum of five and a maximum of ten members from amongst the members of the College of Aboriginal and Torres Strait Islander Healing Practices.
- The majority of the members of the Leadership Group will be Aboriginal or Torres Strait Islander peoples. Two of the members can be drawn from outside the PACFA membership as "critical friends" until such a time that an alternative membership pathway is developed that enables Aboriginal and Torres Strait Islander Healers and Practitioners to join PACFA.
- The Leadership Group will ideally have a Convenor, a Deputy-Convenor, and ordinary members.
- To be a member of the College's Leadership Group you must hold membership in the following categories: Registrant (Certified Practising or Registered Clinical), Academic, Life membership, or Affiliate membership. Student members cannot be a member of the Leadership Group.

## **Process to appoint New Leadership Group members**

- Prospective Leadership Group members may volunteer to join the Leadership Group at any time or may be identified and invited to join by the Leadership Group. Prospective members are required to submit a Curriculum Vitae to express interest in joining the Leadership Group and answer the College's 8 Key areas.
- New Leadership Group members require approval by the current Leadership Group.
- Once approved by the Leadership Group, the Convenor will obtain and provide the PACFA with a short bio and photo to update membership records and post on the PACFA website.

## **Elections**

- Elections for Leadership Group members take place every two years in August in accordance with the PACFA By-laws.
- All sitting members of the Leadership Group are elected for a 3 year term and are required to re-nominate at the end of this term. Prospective members may also nominate during PACFA elections.

## **Accountability**

- These Terms of Reference delegate responsibilities to the Leadership Group of College of Aboriginal and Torres Strait Islander Healing Practices once approved by the PACFA Board.
- Leadership Group members will adhere to all applicable PACFA policies, procedures, and guidelines.
- The Leadership Group will keep the PACFA Office informed of College activities by submitting meeting Minutes and Notes for filing by the PACFA Office.
- The Leadership Group will seek advice from the PACFA CEO on any matters that impact on PACFA staff, which are beyond these Terms of Reference, or which require Board consideration.

## **Meetings**

- Ideally, 12 meetings per year, with a minimum of 6, will take place via Zoom web-conference at a regular time to be determined and one meeting per year will be face-to-face.
- The quorum for meetings is 50% of the Leadership Group.
- Meetings will be chaired by the Convenor or another Leadership Group member in the Convenor's absence.
- Leadership Group members will participate in most meetings with allowance being made for 2 reasonable absences due to other commitments or sorry business.
- Between meetings, discussions may take place via email to make in a timely manner.
- Taking the meeting Minutes or Notes will be undertaken by the CATSIHP Project Officer or shared by members of the Leadership Group. Minutes are to be sent to the PACFA Office for filing.

## **Review**

- These Terms of Reference will be reviewed annually by the Leadership Group.
- Changes to the Terms of Reference are to be approved by the PACFA Board.

**Document control**

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Version: 2

Approval: Convenor and Co-Convenor March 2023    Next review: March 2024

For further information: [admin@pacfa.org.au](mailto:admin@pacfa.org.au)