

## South Australia Secondment WELCOME



I am delighted to confirm that you have been selected for a Jawun secondment in South Australia. Your selection has been based on our view that you will bring the appropriate skills to a very important program, which ambitiously aims to make a positive change to the circumstances of some of the most disadvantaged people in Australia. In addition to the skills you bring, you have been selected because you display an understanding of the issues that we confront and a willingness to take on an enormous challenge, which for many of you, will be unlike any in your previous experience. You have professed a willingness to get out of your comfort zone, and you will be asked to do so. There will be moments of frustration, joy, sadness, achievement and many other feelings and experiences that will see you gain a great deal from your placement. Please understand that what you get out of this unique experience depends on what you put into your secondment.

This communications pack including the Secondee Information Handbook, WH&S Manual and other pre-reading material will ensure you are as well informed as possible prior to commencing your secondment. You will receive in a separate email, confirmation of your Indigenous Partner organisation, your Project Brief and further information specific to your secondment.

Your secondee group will include secondees from other aligned corporate organisations and government departments that we work with in South Australia.

You will need to arrive into Adelaide on the Sunday afternoon prior to your secondment round (as per the schedule of secondment dates) and there will be a four day induction commencing on the Monday, starting at the Ngarrindjeri Regional Authority, 50 Princes Highway Murray Bridge East and ending with a camping trip in the Coorong National Park. Further information will be sent to you via email prior to your secondment commencing.

The following are some matters that require **your immediate attention**. Please respond in the next five days by completing and returning the attached to Sophie Spry ([sspry@jawun.org.au](mailto:sspry@jawun.org.au)):

1. **Spreadsheet of your details**
2. **Medical Questionnaire**
3. **Release and Indemnity Agreement**
4. **Acknowledgement of pre-reading including WH&S Manual**

You are required to read and fully understand the pre-reading material and Secondee Information Handbook sections on the website and then return your completed acknowledgment form to confirm you have done this. Details are on the Jawun Website. The Pre-reading & FAQ section contains the following information:

- Frequently Asked Questions
- Introduction to South Australian Indigenous Organisations
- Pre-secondment reading material
- South Australia Facilities / Useful Information
- Induction Agenda

Reference is made throughout these communications to a number of contacts.

1. Central Contact                      Shane Webster- SA Regional Director - Jawun  
[swebster@jawun.org.au](mailto:swebster@jawun.org.au)  
Tel: 0433 471 687
2. Local Contact                        Your Indigenous Business Partner (details will be sent to you in a separate email)
3. Company Contact                    Your regular employer's secondment manager

Congratulations again and I look forward to working with you to help empower Indigenous communities in the South Australian region.

Regards,

**Shane Webster**  
Regional Director, South Australia  
Jawun