



Position Title	Aboriginal and/or Torres Strait Islander Strategic Advisor
Capability Framework Level	Senior
Date Reviewed	March 2026

Incumbent Name	VACANT
Signature	

College Overview

The Australasian College for Emergency Medicine (ACEM) is a not-for-profit organisation responsible for the training, assessment and continuing professional development of emergency physicians as well as the advancement of professional standards in emergency medicine in Australia and Aotearoa New Zealand.

Our vision is to be the trusted authority for ensuring clinical professional and training standards in the provision of quality, patient-focused emergency care.

Our mission is to promote excellence in the delivery of quality emergency care to all our communities through our committed and expert members.

The ACEM Core Values which employees and members hold themselves and others accountable are:

- Equity
- Respect
- Integrity
- Collaboration

Department Overview

This role operates at an executive advisor level, providing specialist advice and guidance to the Executive and all departments across the organisation to support informed decision-making, strategic alignment, and effective service delivery

Position Purpose

The Aboriginal and/or Torres Strait Islander Strategic Advisor is an executive-level, identified role providing authoritative advice and strategic leadership to ACEM's Board, Chief Executive Officer and Executive on matters relating to Aboriginal and Torres Strait Islander health equity, cultural safety, governance and organisational accountability.

Operating within the context of ACEM's role as a specialist medical college for emergency medicine, the position supports the integration of Aboriginal and Torres Strait Islander perspectives across ACEM's governance, strategy, policies, standards, training frameworks and organisational culture.

The role contributes to the development, implementation and monitoring of ACEM's strategic commitments, including the 2025–2030 Strategic Plan and Reconciliation Action Plan, ensuring these commitments translate into measurable, sustainable and system-aware outcomes with an overarching goal of improving healthcare outcomes for Aboriginal & Torres Strait Islander people.

The provides high-level advice on cultural, reputational, and systemic risks and opportunities, and supports ACEM to strengthen culturally safe practice within its organisational operations and its influence across the emergency medicine system.

The Aboriginal and/or Torres Strait Islander Strategic Advisor role works in partnership with internal stakeholders and, where appropriate, external Aboriginal and Torres Strait Islander organisations and sector partners, to support informed, respectful and accountable engagement. This is a non-clinical role that operates within a complex health and regulatory environment and requiring es strong understanding of the Australian health system.

This is an Identified Aboriginal and/or Torres Strait Islander position. In accordance with the Equal Opportunity Act 2010 (Vic) and the Racial Discrimination Act 1975 (Cth), being of Aboriginal and/or Torres Strait Islander descent is a genuine occupational requirement of this role.

Key Responsibilities

The key responsibilities of the role shall include, but not be limited to:

- Provide strategic advice to the Board, Chief Executive Officer and Executive on Aboriginal and Torres Strait Islander priorities aligned with ACEM's Strategic Plan, Reconciliation Action Plan and broader governance obligations.
- Support the Board and Executive to identify, understand and manage cultural, reputational and systemic risks and opportunities relevant to ACEM's role as a professional medical college.
- Advise on governance structures, accountability mechanisms and reporting frameworks that strengthen oversight of equity, cultural safety and strategic impact.
- Advise on embedding principles of cultural safety, self-determination and equity across ACEM's policies, organisational practices, standards-setting activities and decision-making processes.
- Provide advice on organisational reform initiatives to ensure alignment with ACEM's Core Values and strategic objectives.
- Contribute to College-wide conversations regarding standards, training pathways and professional practice where these intersect with Aboriginal and Torres Strait Islander health equity and cultural safety.
- Provide guidance on culturally appropriate engagement and relationship-building with Aboriginal and Torres Strait Islander organisations and sector partners, consistent with ACEM's role, remit and capacity.
- Support ACEM leaders to engage respectfully and appropriately with external stakeholders, without positioning the role as the sole conduit or representative for all engagement.
- Advise on the development of meaningful performance measures to assess progress against strategic commitments.
- Support transparent reporting to the Board and Executive on outcomes, risks and areas for improvement.
- Undertake other responsibilities consistent with the scope and seniority of the role as delegated by the Chief Executive Officer.
- Establish performance metrics and reporting mechanisms to ensure measurable impact and Board oversight.
- Other responsibilities as delegated by the CEO within the scope of this position.

Key Skills, Qualifications and Attributes

Essential

- Identifies as an Aboriginal and/or Torres Strait Islander person.
- Extensive experience providing senior or executive-level strategic advice on Aboriginal and Torres Strait Islander policy, governance, reform or systems change.
- Demonstrated ability to influence Board and Executive decision-making within complex organisations.
- Demonstrated understanding of the Australian health system, including the role of medical colleges, clinical governance, accreditation, training pathways or comparable regulatory environments or demonstrated ability to rapidly acquire and apply such knowledge.
- Strong understanding of cultural safety, self-determination and systemic racism as they apply to organisations, institutions and service systems.
- High-level governance literacy, including risk identification, mitigation and accountability frameworks.
- Proven capability in navigating complexity, ambiguity and competing organisational priorities with sound judgement and cultural authority.

Desirable

- Experience working across both Australian and Aotearoa New Zealand health contexts.
- Experience advising organisations on Reconciliation Action Plans, equity strategies or culturally safe governance reform.
- Supporting significant organisational change management

Organisation Responsibilities

As a member of ACEM staff, organisation responsibilities include, but are not limited to:

- Promulgation and demonstration the ACEM Core Values within the Department and across the College.
- Ensure any allocated deliverables outlined in the ACEM Business Plan, ACEM Reconciliation Action Plan and Te ACEM Rautaki Manaaki Mana: Excellence in Emergency Care for Māori are met to a high standard.
- Ensure the quality recording of all processes relevant to role and responsibilities in the Promapp system.
- Demonstration of leadership to develop and maintain a culturally competent and inclusive workplace and expected to undergo regular cultural competence training.
- Commitment to the principles of equal opportunity, workplace diversity and inclusion.

Workplace Health and Safety

All employees have a personal responsibility to work safely and to abide by health and safety legislation, policies, rules and established safe work practices. All employees are responsible for their own safety and that of fellow employees.

Organisational Sustainability

ACEM aims to promote sustainable practices in the workplace and reduce its environmental footprint through initiatives to reduce waste, energy and water use, and to increase recycling. All employees are encouraged to actively apply sustainability principles within their own teams

Organisational Relationships

Reports to	Chief Executive Officer
Supervision of	Nil
Internal Liaison	Executive, Board & Committees, People & Culture, Member/Stakeholder teams, Project Leads All ACEM Employees Members and trainees of the College
Committee Liaison	CAPP and COE Entities and Networks as required
External Liaison	Aboriginal and Torres Strait Islander organisations, community leaders, sector partners, government agencies

Additional Information

- May involve work outside normal business hours to meet business objectives.
- Interstate and/or overseas travel to Aotearoa, New Zealand may be required.