

Attachment A Queensland Multicultural Community Workers

Multicultural Community Workers funded by Multicultural Affairs Queensland Department of Premier and cabinet

There are 20 multicultural community workers in Queensland who were introduced as a result of State and community partnerships strategy.

Here is a list with their contact details adopted from:

http://www.premiers.qld.gov.au/multicultural/MAQ_Funded_Multicultural_Workers/

Multicultural Community workers in Brisbane and the Gold Coast area	
<p>Ethnic Communities Council of Queensland Ms Irene Opper Multicultural Advocate Phone: 3844 9166 Fax: 3846 4453 e-mail: advocacy@eccq.com.au</p>	<p>Kinections Mr Igancio Jimenez Coordinator, Multicultural Community Worker Program Phone: 3435 4333 Fax: 3435 4399 e-mail: ijimenez@kinections.com.au</p>
<p>Multicultural Development Association Ms Susan Sophia Grants Access Worker Phone: 3394 9300 Fax: 3394 9333 e-mail: susans@mdabne.org.au</p>	<p>Multicultural Development Association Ms Lorella Piazzetta Multicultural Community Advocate Phone: 3394 9300 Fax: 3394 9333 e-mail: lorellap@mdabne.org.au</p>
<p>Multilink Community Services Inc Ms Nirupa Wickremasinghe Multicultural Advocacy Worker Phone: 3808 4463 Fax: 3808 6337 e-mail: nirupa@multilink.org.au</p>	<p>Mr Vic Tamati Pacific Islander Community Worker Phone: 3808 4463 Fax: 3808 6337 e-mail: vic@multilink.org.au</p>
<p>Youth Affairs Network of Queensland Ms Claire Cottone Multicultural Development Worker Phone: 3844 7713 Fax: 3844 7731 e-mail: cald@yanq.org.au</p>	<p><u>Gold Coast</u> Multicultural Communities Council Gold Coast Multicultural Community Development Worker Phone: 07 5527 8011 Fax: 07 5527 8531 e-mail: mail@mccgc.com.au</p>

Attachment A Queensland Multicultural Community Workers

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Contact details adopted from:

Attachment B– Local Area Multicultural Partnership Worker

Local Area Multicultural Partnerships Worker (LAMP workers)

This is yet another initiative from the Queensland government to enhance the partnership between the State government and the local government. Multicultural Affairs Queensland resources a total number of 15 LAMP workers who are employed in the local councils.

Here are the contact details of the LAMP workers in the area of Brisbane and Gold Coast. For contact details of other LAMP workers please visit the Multicultural Affairs Queensland website. Also for more details about the roles and responsibilities of LAMP workers please visit the MAQ website on the following link
http://www.premiers.qld.gov.au/multicultural/MAQ_Funded_Multicultural_Workers/

LAMP WORKERS IN THE BRISBANE AND THE GOLD COAST AREA	
Brisbane City Council Ms Lilly Matich (Stubican) Multicultural Partnerships Program Officer Social Action and Equity Team Brisbane City Council GPO Box 1434 BRISBANE QLD 4001 Phone: 3407 2815 Mobile: 0438 106 061 Fax: 3403 4774 lilly.matich@brisbane.qld.gov.au	Brisbane City Council Mr Jeremy Liyanage Snr Program Officer, Cultural & Linguistic Diversity Brisbane City Council - Social Policy Branch, Comm & Ec Dev Unit GPO Box 1434 BRISBANE QLD 4001 Phone: 3403 4184 Fax: 3403 693 jeremy.liyanage@brisbane.qld.gov.au
Local Government Association of Queensland Ms Lindy Drew Community Relations Project Officer Local Government Association of Qld (LGAQ) PO Box 22230 FORTITUDE VALLEY BC QLD 4006 Phone: 3000 2235 lindy_drew@lgaq.asn.au http://www.lgaq.asn.au	Gold Coast City Council Ms Debra Cox Multicultural Planning & Development Officer Gold Coast City Council PO Box 5042 GOLD COAST MC QLD 9729 Phone: 5581 6603 Fax: 5581 6346 dcox@goldcoast.qld.gov.au

Attachment C - Funding Possibilities

QLD GOVERNMENT GRANTS

<http://www.qld.gov.au/grants/>

Arts and Cultural Project Grants

To support excellence in the arts, economic development and innovation by providing one-off funding to individuals, collectives and not-for-profit organisations working in any art form. The program focuses on creative partnerships, excellence and innovation, and sustainability.

Closing Date:

- 1 March 2005 -- Up to \$10,000
- 1 September 2005 -- Up to \$10,000
- 1 July 2005 -- Over \$10,000

Two grant rounds for amounts up to \$10,000

One grant round for amounts over \$10,000

Continuous Individual Professional Development funding - up to \$3,000 for individuals only.

For general information please contact Arts Queensland on 07 3224 4896, or toll free on 1800 175 531. You can also email your request to info@arts.qld.gov.au

Download an application package at www.arts.qld.gov.au/resources.asp

Community Benefit Funds - Jupiters Casino Community Benefit Fund

To respond to client needs by allocating available resources in an equitable, transparent and simple manner to achieve maximum community benefit and value.

Closing Date: Ongoing

Up to \$150,000

Applicants must complete the Application form provided at http://www.jccbf.org.au/guidelines_april_web.pdf

To assist you with your application please read the guidelines at http://www.jccbf.org.au/guidelines_april_web.pdf

Gambling Community Benefit Fund

To strengthen the capacity of not-for-profit organisations to provide community services and activities that benefit their local communities

Closing Date: 31 March, 30 June, 30 September, 31 December

Attachment C - Funding Possibilities

Up to \$30,000

Applicants must complete the Funding Submission and Application form provided at <http://www.gcbf.qld.gov.au/grants-guide/index.shtml> or telephone the office to be sent an application package.

Major Multicultural Projects - Community Relations/ Development

To support innovative strategic projects which will address an identified community need in a constructive, proactive way providing links to longer-term outcomes

Closing Date: 1ST June (opening) to 29th July or as advertised (yearly)
Up to \$30,000

Department of the Premier and Cabinet - Multicultural Affairs Queensland

Applicants must complete the Application Form provided at <http://www.premiers.qld.gov.au/multicultural/grants/map/>

To assist you with your application please read the guidelines at <http://www.premiers.qld.gov.au/multicultural/grants/map/>

Regional Arts Development Fund

To support local arts and culture in regional Queensland

Closing Date: Vary from council to council. Contact Andrew Trump Gold Coast City Council

Eligible: Professional artists, arts and cultural workers, community groups and individuals based in regional areas.
http://www.arts.qld.gov.au/pdf/RADF06-07_Bidding_Guidelines.doc

FEDERAL GOVERNMENT GRANTS

Dept of Families and Community Services Local Answers

Local Answers helps strengthen disadvantaged communities by funding local, small-scale, time limited projects that help communities build skills and capacity to identify opportunities and take action for the benefit of their members.

http://www.facs.gov.au/internet/facsinternet.nsf/aboutfacs/programs/sfsclocal_answers.htm

Attachment D – Community Settlement Services Scheme

COMMUNITY SETTLEMENT SERVICES SCHEME

AFRICAN

ACCES Services Inc. - LOGAN & BEENLEIGH

MIGRANT RESOURCE CENTRE Ph: 3808 9299

Carmody Place Fax: 3208 9319

Unit 4/2 Corner Carmody Street and Ewing Rd

LOGAN CENTRAL Qld 4114 (PO Box 10)

CSSS Worker: *Miss Kenny Vico*

Email : csss@accessservicesinc.org.au

AUSTRALIAN RED CROSS

49 Park Road, MILTON Qld 4000

(PO Box 1822)

Mr Stephen Malual

2196

Email : smalual@redcross.org.au Mob: 0400 503362

Ph : 3835 1576

Fax: 3832

CENTACARE TOOWOOMBA

Toowoomba Refugee and Migrant Support

123 Neil Street

TOOWOOMBA Qld 4350

Ph: 4632 9285

Mr Albino Chol Thiik

Mobile 0438 323

604

Email: acholthiiktrams@toowoomba.centacare.org.au

Centacare Toowoomba

Dependents of Skilled Migrants

PH: 4632 3604

Ms Sherley Banks

FAX: 4632 8340

Cnr Annand & Union Sts TOOWOOMBA 4350

Email: sbanks@toowoomba.centacare.org.au

MULTICULTURAL COMMUNITY CENTRE

977 Ann Street (PO Box 2444)

Ph: 3257

1868

Fortitude Valley Qld 4006

Fax: 3257

1869

Mr Michael Chung

Email: michael@mcccommunitycentre.org

Web: www.mcccommunitycentre.org

Muslim

ISLAMIC WOMEN'S ASSOCIATION OF QLD Inc.

SUNNYBANK HILLS Qld 4109 (P O Box 1909)

*Ms Hasnija Junuzovic **

Ph: 3272 8545

Mrs Annette Yunus

& Ph 3272

8071

*Ms Muna Ibrahim **

Fax: 3272

8097

Mon - Fri: 9 - 3, by appointment

Email: iwaq@inet.net.au

GENERAL SERVICES

CENTACARE CAIRNS –

MIGRANT SETTLEMENT SERVICES

Virginia House,

Suite 21, Level 1, 68 Abbott Street

CAIRNS Qld 4870 (PO Box 201)

Ms Aurora Foster

Ph: 4041

7699

Ms Olive Tau Davis

Mr Sulaiman Forna

Fax: 4041

7655

Ms Leva'ai Rea

Email : migrantservices@centacarecairns.org

HERVEY BAY NEIGHBOURHOOD CENTRE

ASSOCIATION INC

Multicultural Settlement Program - WIDE BAY

16 Peters Lane PIALBA Qld 4655

(PO Box 1226 HERVEY BAY Qld 4655)

Ms Pam Maher

Mob: 0412 439 987

settlement@hbnc.com.au

Maryborough/

Hervey Bay Ph. 41242737

Fax. 41242041

Bundaberg Ph: 4153 1614

Fax: 4153 1586

Email : multicultural@ozconnect.net

INALA COMMUNITY HOUSE

38 Sittella Street

Ph: 3372 1711

INALA QLD 4077

Fax: 32787238

Ms Lesley Kraemer: Email: lesleycsss@ich.org.au

Miss Michele Meredith: Email: michele@ich.org.au

LIFELINE DARLING DOWNS

AND SOUTH WEST QUEENSLAND Ltd.

17 Long Street (PO Box 2119)

Ph: 4687 5118

TOOWOOMBA Qld 4350

Fax: 4687 5175

*Ms Sharyn McCarthy **

Mob: 0439 747 258

Mon to Thurs 9am -4pm

Email : smccarthy@lifelinedarlingdowns.org.au

MACKAY REGIONAL COUNCIL

FOR SOCIAL DEVELOPMENT LTD

62 Wellington Street (PO Box 984)

MACKAY Qld 4740

Mr Ramesh Sainju

Ph: 4957 3208

Email: csss@dodo.com.au

Fax: 4951 1701

MAROOCHY NEIGHBOURHOOD CENTRE Inc.

Fifth Avenue, (PO Box 73)

COTTON TREE Qld 4558

Ph: 5443 9706

Ms Alice Newell

Fax: 5443 6697

Email : mncmulticultural@iprimus.com.au

MT ISA COMMUNITY DEVELOPMENT ASSOCIATION Inc.

Old Court House, Isa St (PO Box 345)

MT ISA Qld 4825

Ph: 4749 1404

*Ms Trinidad Kreutz **

Fax: 4743 2241

Mondays, Wednesdays, Fridays 11:00 - 14:30

Tuesdays, Thursdays 11:00 - 15:30

Email : migrants@micda.org.au

MULTICULTURAL DEVELOPMENT ASSOCIATION Inc.

Level 2, 57 Old Cleveland Road

Ph: 3394 9300

STONES CORNER Qld 4120

Fax: 3394 9333

Email : mailbox@mdabne.org.au

Ms Julia Rhee,

Ph: 3394 9315

Email : juliar@mdabne.org.au

Mr Dhano Obongo 0423 774 980

Ph: 3394 9303

Email : ghanoo@mdabne.org.au

Monday, Tuesday and Wednesday

MULTICULTURAL FAMILIES ORGANISATION Inc.

Level 1, 19 Young Street

Ph: 5571 0381

(Corner of Young & Garden St)

Fax: 5571 0334

SOUTHPORT Qld 4215

(PO Box 3023 Southport BC Qld 4215)

Mrs Marica Ristic

Mr Sam Takada

Email: mfamilies@mfo.org.au

Attachment D – Community Settlement Services Scheme

MULTICULTURAL INFORMATION NETWORK

SERVICE Inc.

Old TAFE Building
35 Nash St (cnr Monkland St)

GYMPIE Qld 4570

*Ms Jo Gamas Pearce **

Mon - Thu: 9.00 a.m. - 2.00 p.m.

Email : mins@spiderweb.com.au

Ph: 5483 9511

Fax: 5483 8380

MULTILINK COMMUNITY SERVICES Inc.

38 Blackwood Road (P O Box 146) Ph: 3808 4463

LOGAN CENTRAL Qld 4114 Fax :3808 6337

Ms Linda Dunne linda@multilink.org.au

Dr HannaNupponen hanna@multilink.org.au

Ms Dulcinea Hernandez dulcinea@multilink.org.au

Ms Elisabeth Hakkarainen elisabeth@multilink.org.au

Emails : settlement@multilink.org.au

TOWNSVILLE MULTICULTURAL SUPPORT

GROUP Inc. Ph: 4775 1588

63 Ross River Road

MUNDINGBURRA Qld 4812

(PO Box 1801 AITKENVALE Qld 4814)

Coordinator: *Meg Davis*

Fax:4725 5833

CSSS Worker: *Nonie Manongas*

tmsg@beyond.net.au

REFUGEE / HUMANITARIAN SERVICES

QLD PROGRAM OF ASSISTANCE TO SURVIVORS OF TORTURE & TRAUMA (QPASTT)

118 Park Road

WOOLLOONGABBA Qld 4102

(P O Box 6254 FAIRFIELD Qld 4103)

Director: *Ms Paula Peterson*

Ph: 3391 6677

Emails : paulapeterson@qpastt.org.au Fax:3391 6388

& : donatarossi@qpastt.org.au

MIGRANT RESOURCE CENTRES

ACCES Services Inc. - LOGAN & BEENLEIGH

MIGRANT RESOURCE CENTRE Ph: 3808 9299

Carmody Place

Fax:3208 9319

Unit 4/2 Corner Carmody Street and Ewing Rd

LOGAN CENTRAL Qld 4114

(PO Box 10)

Business Manager:*Ms Kaye Campbell*

campbellk@accessservicesinc.org.au

Community Development Officer: *Mr Daniel*

Zingifuaboro

cdo@accessservicesinc.org.au

Email: mrc@accessservicesinc.org.au

CENTACARE CAIRNS – MIGRANT SETTLEMENT SERVICES

Virginia House ,Suite 21, Level 1

68 Abbott Street (P O Box 201)

Ph: 4041

7699

CAIRNS Qld 4870

Fax:4041

7655

Manager: *Mr Hanz Spier*

Community Development Officers:

Ms Olive Tau Davis

E-mail : migrantservices@centacarecairns.org

Migrant Resource Centre

Townsville Thuringowa Ltd

Ph: 4772 4800

467 Flinders Street

Fax:4772 1840

TOWNSVILLE Qld 4810 (P O Box 1858)

Manager: *Dr Farvardin Daliri*

Settlement Worker: *Rami Saheb*

E-mail : mrctownsville@bigpond.com

Multicultural Development Association Inc.

Migrant Service Agency

Level 2, 57 Old Cleveland Road

Ph: 3394 9300

STONES CORNER Qld 4120

Fax:3394 9333

Community Project Officer: *Ms Jeannie Elliott*

E-mail : jeannie@mdabne.org.au

* Indicates Part-time worker

Dial area code "07" if you are calling

from outside Queensland

For further information visit

<http://www.immi.gov.au/settle/booklets/booklets.htm>

COMMUNITY PROGRAMS

Funded by the
DEPARTMENT OF IMMIGRATION AND MULTICULTURAL
AND INDIGENOUS AFFAIRS

NOVEMBER 2005



Australian Government

Department of Immigration and
Multicultural and Indigenous Affairs

* 313 ADELAIDE Street
(GPO BOX 9984)
BRISBANE QLD 4001
TELEPHONE: 131 881

* Level 1, 72 NERANG Street
(PO BOX 2868)
SOUTHPORT QLD 4215
TELEPHONE: 131 881

* Level 2, 19 APLIN Street
(PO BOX 1269)
CAIRNS QLD 4870
TELEPHONE: 4044 5907

* COMMONWEALTH CENTRE
HASTINGS Street
THURSDAY ISLAND QLD 4875
TELEPHONE: 4069 1292

Funding of community programs is administered by
the Settlement Section located in the State Office
at 313 Adelaide Street Brisbane
Ph: 3360 5053 Fax: 3360 5023
www.immi.gov.au

**BOSNIA – HERZEGOVINA ASSOCIATION INC
BOSANSKO – HERCEGOVACKA ASOCIJACIJA INC
G O L D C O A S T
BHAGC**



STRATEGIC BUSINESS PLAN

**Prepared by
Anne D Tunnicliff – Consultant
DipTeach *Guild*, Dip. Prof. Counsel *AIPC*, M Ed St *Griff*, MSocAdmin *Q'ld*.**

Attachment E BHAGC Strategic Plan

Strategic Business Plan for Bosnia-Herzegovina Association Gold Coast (B.H.A.G.C.)

This document sets out a strategic business plan for Bosnia-Herzegovina Association Gold Coast (B.H.A.G.C.). It reviews strengths, weaknesses, threats and opportunities; presents a series of statements relating to Bosnia-Herzegovina Association Gold Coast (B.H.A.G.C.)'s vision, mission, values and objectives; and sets out its proposed strategies and goals.

Strengths, Weaknesses, Threats & Opportunities

This strategic business plan addresses the following key strengths, weaknesses, threats and opportunities for Bosnia-Herzegovina Association Gold Coast (B.H.A.G.C.):

Strengths: (Internal)

- Been incorporated since May 2001, and has been in existence for at least 7 years
- Knowledge in and of the needs of the Bosnian and Herzegovina community
- Ongoing commitment to the upskilling of Management Committee and volunteers starting in 2005
- Management Committee trusted by the community
- Establishing effective linkages and networks within the multicultural sector and community at large
- Established avenues of support in 2005
- Demonstrated capacity of the organisation to form and maintain special interest groups for members on a consistent basis
- The community has a will to achieve
- The Bosnian and Herzegovina community
- The community has set goals

Weaknesses: (Internal)

- Over dependence on a few committee members
 - Over dependence on Multicultural Families Organisation Inc. staff
 - Over dependence on funds from funding bodies, and therefore a need to examine other revenue raising resources exists.
 - Management Committee and members of the organisation need to recognise their own capacity and limitations
 - Lack of ownership/lack of responsibility by committee members if the problem is outside their perceived role
 - No Management committee position descriptions
 - English literacy
 - Organisation does not have the financial capacity to upskill and support members
 - Lack of skills especially in the area of funding submissions and report writing
 - Difficult to retain good volunteers
 - Infrastructure is still undergoing refinement (Protocols, roles and responsibilities)
 - Lack of physical space to accommodate the needs the organisation and allied groups
 - Dissention within the Bosnian
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Attachment E BHAGC Strategic Plan

- and Herzegovina community
- Different groups working in different ways in the Bosnian and Herzegovina community
- Indecision in the Bosnian and Herzegovina community
- Lack of skills
- Lack of recognition by the community of Management Committee's work due lack of visual presence.

Opportunities: (External)

- To increase membership, especially if demonstrated cohesion
- Increase number of groups/activities available

Threats: (External)

- Higher costs associated with running the organisation
- Lack of funding sources
- More organisations competing for fewer grants/monies
- Resources to manage volunteers not available
- Community attitude towards multiculturalism
- Political changes to Federal and State government priorities and policies

Vision

The Bosnian and Herzegovina community's vision of Bosnia-Herzegovina Association Gold Coast (B.H.A.G.C.) in 3-4 year's time is:

Vision Statement

The Bosnia-Herzegovina Association Gold Coast (B.H.A.G.C.) contributing to a culturally inclusive community while working cohesively towards shaping the Bosnian and Herzegovina community's own future in the multicultural society of the Gold Coast.

Mission Statement

The central purpose and role of Bosnia-Herzegovina Association Gold Coast (B.H.A.G.C.) is defined as:

Encourage, promote and support people of Bosnia and Herzegovina background to participate in, contribute to and enjoy the opportunities of the Gold Coast community.

Bosnia-Herzegovina Association Gold Coast main aims are to:

Attachment E BHAGC Strategic Plan

- Promote and preserve the culture of Bosnia and Herzegovina;
- Assist meaningful inclusion of the Bosnian and Herzegovina community into the life on the Gold Coast;
- Provide assistance and/or support to members of the Bosnian and Herzegovina community who are in crisis;
- Enhance the settlement of the war refugees from Bosnia and Herzegovina on the Gold Coast;
- Assist and advocate on issues of social isolation especially for seniors;
- Reduce the risk of generational gap issues;
- Work with the young people towards improving their quality of life;
- Ensure that young people receive education in the Bosnian language;
- Initiate social gatherings for isolated families and individuals;
- Initiate cultural and sporting activities;
- Provide English language classes.

Organisational Values

The organisational values governing Bosnia-Herzegovina Association Gold Coast (B.H.A.G.C.)'s development will include the following:

A Code of Behaviour/Standards:

- Respecting all people from Bosnian and Herzegovina background regardless of religion and cultural identity;
- Ensuring that all parties involved with the organisation are treated with the utmost professional care and courtesy;
- Observing relevant legislation, policies, agreements and contracts;
- Ensuring that the best interests of members will be upheld;
- Honesty, courtesy, respect, fairness and equity in dealing with others;
- Safe and healthy work practices;
- Concern for volunteer's welfare.

Organisational Objectives

The organisational objectives of Bosnia-Herzegovina Association Gold Coast (B.H.A.G.C.) are summarised as:

- Save and maintain the Bosnian and Herzegovina culture and identity and to promote "who we are";
 - To consolidate the organisation's financial position;
 - To consolidate and enhance existing network linkages, including linkages with other Bosnian and Herzegovina organisations;
 - To ensure that avenues of communication are opened and strengthened between the community and Management Committee;
 - Up skill members in submission writing/funding applications;
 - To consolidate and improve delivery of service to the following existing groups:
 - The Bosnian and Herzegovina Folklore Dance Group – "The Bosnian Pearls";
 - School of Bosnian Language, Literature and Culture;
 - The Soccer Club – "Dragons".
 - To develop the following groups/activities:
 - The Bosnian and Herzegovina Senior's Group;
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Attachment E BHAGC Strategic Plan

- The Bosnian and Herzegovina Women's Group;
- Community Events;
- Cultural Activities.
- To create a stronger organisation with community capacity functions;
- To create a strong, bonded and unified Bosnian and Herzegovina community on the Gold Coast;
- To obtain use of large enough premises where the community can meet and a majority of activities can be undertaken;
- To obtain permanent premises for the organisation.

Key Strategies

The following critical strategies will be pursued by Bosnia-Herzegovina Association Gold Coast (B.H.A.G.C.):

1. Undertake financial analysis of the organisation;
2. Strengthen infrastructure and undertake cost minimisation processes where viable;
3. Develop a strategy for possible sources for rental income for premises (see attachment B);
4. Develop position description for each committee member (see attachment A);
5. To identify and create committee positions relating to cultural development, events and sourcing funding (see attachment A);
6. Identify key strategic partners and stakeholders.

The following important strategies will also be followed:

1. Identify and upskill knowledge base of both the community and the Management Committee;
2. Develop a sharper focus on political agenda's and improve the organisations awareness of strategic alliances of key players;
3. Develop networks with other Bosnian and Herzegovina communities;
4. Examine partnership's with other organisations;
5. Strengthen ties with governmental sectors.

Major Goals

The following key targets will be achieved by Bosnia-Herzegovina Association Gold Coast (B.H.A.G.C.) over the next 1-2 years:

- To formalise vision statements, mission statement, organisational values and goals and rules of conduct for meetings by 31st May 2006.
 - To hold a formal community meeting with set rules of conduct to ensure that all parties are heard by 30th June 2006.
 - To hold, in a public area, on a regular basis Management Committee meetings open to the community.
 - To develop an organisational brochure by the AGM.
 - To have a schedule of Cultural Activities and Community Events organised by (insert date).
 - To hold an information session on Bosnian and Herzegovina culture and BHAGC by (insert date).
 - To have a Bosnian and Herzegovina Senior's Group organised by (insert date).
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Attachment E BHAGC Strategic Plan

- To establish a Bosnian and Herzegovina Women's Group by (insert date).
- To examine funding opportunities on an ongoing basis, and be aware of closing dates.
- To promote B.H.A.G.C. to other multicultural communities, governmental sectors and other service providers on an ongoing basis.
- To obtain use of large enough premises where the community can meet and a majority of activities can be undertaken by (insert date).
- To find permanent premises for the organisation by (insert date).

Strategic Action Programs

Timeline of Action

The following strategic action programs will be implemented: *(Based on the proposed strategies, outline major action programs in order of importance. For each, indicate what, who, where, how and when.)*

1. Plan for Management Committee to formalise vision statements, mission statement, values and goals by 15th June 2006:
 - a. Management Committee to develop Vision Statement by 15th May 2006;
 - b. Management Committee to develop Mission Statement by 15th May 2006;
 - c. Management Committee to develop Organisational Values by 31st May 2006;
 - d. Management Committee to develop Rules of Conduct for Committee and General Meetings to ensure that people are given a chance to speak and be heard by 31st May 2006;
 - e. Management Committee to hold Committee Meeting by 15th June 2006 with the agenda item of ratification of Vision Statement, Mission Statement, Organisation Values and Goals and Rules of Conduct.

 2. Plan for holding a formal community meeting with set rules of conduct to ensure that all parties are heard:
 - a. Management Committee to have ratified Vision Statement, Mission Statement, and Organisation Values and Goals;
 - b. Management Committee to decide agenda of meeting, including ratification of Vision Statement, Mission Statement, and Organisation Values and Goals by the organisational members;
 - c. Management Committee to decide date, time and place of meeting and organise venue;
 - d. Secretary to send out notice to organisational members, allowing at least 14 days notice before the meeting; (rules of conduct for the meeting should also be included with this notice);
 - e. Note that for a valid meeting and to pass resolutions the following number of people are required the number of members equal to double the number of members of the association presently on the management committee plus 1.
 - f. Meeting to be held by 30th June 2006
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Attachment E BHAGC Strategic Plan

3. To develop an organisational brochure:
 - a. Management Committee to decide content of brochure and rules of entry and person to judge by (insert date);
 - b. Launch competition on (insert date) in community to design the brochure (content to be provided by the Management Committee) with the designer's name appearing on the brochure, along with a prize (*eg: double pass to movies for first place and a runner up prize*);
 - c. Judging of brochure by (insert the name of the Person or Position) by (insert date);
 - d. Brochure produced by AGM.
 - e. Brochure launched at AGM.

 4. To have a schedule of Cultural Activities and Community Events organised:
 - a. Management Committee to ratify Position Description for Cultural Coordinator by 15th May 2006;
 - b. Management Committee to ratify Position Description for Events Coordinator by 15th May 2006;
 - c. Management Committee to appoint Cultural and Events Coordinator/s by 31st May 2006;
 - d. Cultural and Events Coordinator/s to organise type, date and venue for events/cultural activities;
 - e. Cultural and Events Coordinator/s to interact with the community to ensure events are publicised;
 - f. Cultural Coordinator to submit 6-monthly plan to Management Committee every July and January.

 5. To examine funding opportunities on an ongoing basis:
 - a. Management Committee to ratify Position Description for Grants Coordinator by 15th May 2006;
 - b. Management Committee to appoint Grants Co-ordinator by 31st May 2006;
 - c. Sourcing funds for premises hire (Attachment B);
 - d. Funding Coordinator to investigate possible funding opportunities, with a report to the Management Committee by 15th July 2006, and every quarter thereafter.

 6. To hold an information session on Bosnian and Herzegovina culture and B.H.A.G.C.:
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- a. Funding Coordinator to investigate possible funding opportunities, with a report to the Management Committee by 15th July 2006;
 - b. Management Committee to writing Funding Application/s for information session (note: at this stage items such as speakers, session content, venue, time etc will have to be considered for funding submission);
 - c. Once a submission is successful, organise details (eg: venue, speakers) as per submission;
 - d. Events Co-ordinator to publicise event;
 - e. Hold Information session;
 - f. Management Committee to report back to Funding Body (if applicable).
7. To promote B.H.A.G.C. to other multicultural communities, governmental sectors and other service providers on an ongoing basis:
- a. To create a linkage with Multicultural Affairs Queensland;
 - b. To create a linkage with the LAMP position at Gold Coast City Council;
 - c. To create a linkage with the Multicultural Community Development Officer (Multicultural Affairs Queensland funded), located at Multicultural Communities Council Gold Coast;
 - d. To create a linkage with the Department of Employment and Training;
 - e. To create a linkage with the Department of Local Government, Planning, Sport and Recreation;
 - f. To create a linkage with Arts Queensland;
 - g. To create a linkage with Education Queensland;
 - h. To create a linkage with Multicultural Communities Council Gold Coast;
 - i. To create a linkage with The Migrant Centre Organisation;
 - j. To maintain a linkage with Multicultural Families Organisation;
 - k. To create a linkage with other multicultural organisations that interact with B.H.A.G.C.
8. To obtain use of large enough premises where the community can meet and a majority of activities can be undertaken by (insert date):
- a. Management Committee to determine if the already identified needs are still current;
 - b. Create a budget (*the consultant suggests that an amount of \$5200 per year [\$100 a week] be set aside for rent whether it be for premises or events*);
 - c. Follow up and build upon existing leads established by the Bosnian and Herzegovina Community Capacity Building Project Officer (Fevzo Budmilic);
 - d. Determine which premises available are most suitable;
 - e. Negotiate terms and conditions for rental property;
 - f. Create a schedule outlining rental venues (eg: 1 room at Southport Community Center, Lawson Street), cost of each venue (eg: \$16/hour), rental details including time rented, how
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Attachment E BHAGC Strategic Plan

long for (eg: every Saturday for 1 year starting from 15th July 2006), when they need to be renegotiated (eg: 1st July 2007) and type of activities undertaken at each of the venues (eg: Language classes for 3 hours, Dancing for 2 hours). *NOTE: this information may be able to be used to help obtain permanent premises.*

9. Examine Multicultural Affairs Queensland funding opportunities.

10. To have the Bosnian and Herzegovina Senior's Group organised by (insert date):
 - a. Management Committee to discover level of community interest in proposed group;
 - b. If the community is interested, Management Committee to establish a committee to develop group;
 - c. Group committee to develop a plan of action including, meeting times, venues, contact person, activities and (if necessary) transportation;
 - d. Group committee to report to Management Committee with plan of action;
 - e. Establish contact with Neda Master (Multicultural Seniors Program Co-ordinator at Multicultural Communities Council Gold Coast);
 - f. Publicise Group within Bosnian and Herzegovina Community.

11. To establish a Bosnian and Herzegovina Women's Group by (insert date):
 - a. Management Committee to discover level of community interest in proposed group;
 - b. If the community is interested, Management Committee to establish a committee to develop group;
 - c. Group committee to develop a plan of action including, meeting times, venues, contact person, activities and (if necessary) transportation;
 - d. Group committee to report to Management Committee with plan of action;
 - e. Publicise Group within the Bosnian and Herzegovina Community