

DIVERSITY AND INCLUSION STRATEGY

Our organization is striving to create an inclusive workplace where everyone feels valued and respected because of their difference – a place where every employee can be themselves so they can reach their potential and help us achieve our business goals.

We want our organization to be innovative and productive so we can deliver the best services to our participants and we need diversity to help us achieve this. The more we collaborate and value difference the closer we get to living in a truly inclusive community.

This diversity and inclusion strategy provides us with a road map to create an inclusive workplace. To help us achieve this, we need the commitment of every employee, board member and volunteer to understand what we are trying to achieve, to work together and be open to change. This strategy is everyone's responsibility and we encourage you to get involved.

Vision: To have a respectful and supportive workplace that enables us to attract and retain a diverse workforce that represents our customers and community.

Purpose: This strategy is a plan to help us achieve our goals. It provides a shared direction and commitment for the organization so we can work together to respect and value our diverse workforce and build a more inclusive workplace. It comprises of three key goals and identifies the priorities and actions we will take over the next two years. It outlines the key roles and responsibilities and how we will track progress and measure success.

Goals:

1. Workforce diversity – recruit from a diverse, qualified group of candidates to increase diversity of thinking and perspective
2. Workplace inclusion – foster a culture that encourages collaboration, flexibility and fairness to enable all employees/volunteers/board members to contribute to their potential and increase retention
3. Sustainability and accountability – identify and breakdown systemic barriers to full inclusion by embedding diversity and inclusion in policies and practices and equipping leaders with the ability to manage diversity and be accountable for the results

Plan:

We all have the responsibility to maintain an environment that is safe, respectful and productive. Everyone has the right to be treated fairly within the workplace in an environment that recognizes and accepts diversity. We can all contribute by participating in workplace diversity and inclusion activities and opportunities and complying with all anti-discrimination and workplace diversity legislation.

Managers and supervisors can contribute by displaying a positive commitment to workplace diversity and inclusion, being role models, fostering an inclusive workplace culture, dealing quickly and effectively with inappropriate behavior and participating in diversity training and encouraging team members to attend.

GOALS	OBJECTIVE	ACTIONS	MEASURING SUCCESS
Workforce diversity	Recruit from a diverse, qualified group of candidates to increase diversity of thinking and perspective	Advertise roles in a broad range of publications Ensure a diverse range of candidates are represented at shortlist stage	Increase in the representation of diverse employees
Workplace inclusion	Foster a culture that encourages collaboration, flexibility and fairness to enable all employees/volunteers/board members to contribute to their potential and increase retention	Provide inclusive leadership training for managers	All managers participate in inclusive leadership training
Sustainability and accountability	Identify and breakdown systemic barriers to full inclusion by embedding diversity and inclusion in policies and practices and equipping leaders with the ability to manage diversity and be accountable for the results	Review policies and practices to identify and remove systemic barriers to inclusion Implement a key performance indicator (KPI) for diversity and inclusion for all employees	All policies and practices are reviewed and updated KPI is implemented into all employees performance plans

Communication Plan:

Evaluation methodology: The effectiveness and achievement of our goals for diversity and inclusion will be reviewed and reported on regularly. The report will be provided to the board of directors. The review will focus on the implementation of the actions, the progress made and successes. It will also identify any adjustments required to improve effectiveness.

The evaluation will include:

- A qualitative assessment of progress or achievement of the actions
- A quantitative assessment of the impact of the strategy on employee perceptions and experience of the culture of the organization

The outcome of the evaluation and review will guide the development of further action plans.