

COMMUNITY CARE PETERBOROUGH**Standards, Policies, and Procedures**

Policy Name: Diversity in the Workplace

Policy Number: HR-2-15

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Date Approved: June 19, 2018

Date Reviewed:

SCOPE

All employees and students.

RATIONALE

To provide a supportive work environment and an organizational culture that welcomes and encourages equal opportunities for all employees.

POLICY

Community Care Peterborough is dedicated to providing an atmosphere free from barriers in order to promote equity and diversity. We celebrate and welcome the diversity of all employees, stakeholders, and external personnel. It is the policy of Community Care Peterborough to foster an environment that respects people's dignity, ideas and beliefs thereby ensuring equity and diversity in employment.

Community Care Peterborough has specific policies in place to prevent any discrimination on the basis of the protected grounds in any employment, stakeholder, or external personnel matter. As such, Community Care Peterborough is dedicated to promoting diversity within the workplace.

PROCEDURE

1. All personnel actions regarding hiring, compensation, promotion, benefits, job assignments, transfers, lay-offs, return from lay-offs, agency sponsored programs or events, etc. will be taken without regard to age, race, ancestry, place or origin, ethnic origin, creed, citizenship, sex (including pregnancy), gender identity, gender expression, sexual orientation, record of offences, marital status, family status and disability.
2. Community Care Peterborough will ensure that accommodations are made for individuals who require them. Individuals are encouraged to make Community Care Peterborough management aware of any accommodations that are needed in accordance with HR-2-16: Workplace Accommodations.

Cultural Competence

3. Community Care Peterborough will ensure that employees and stakeholders are culturally competent and may use various training initiatives to foster these competencies. These training initiatives may include:
 - a) Allowing awareness of one's own cultural view;
 - b) encouraging positive attitudes towards cultural differences;
 - c) obtaining knowledge of differing cultural practices and views; and/or

d) teaching cross-cultural skills.

Hiring Practices

4. Community Care Peterborough is dedicated to recruiting and retaining a qualified workforce. By valuing a diverse workforce, Community Care Peterborough is committed to hiring practices that are fair and equitable. Community Care Peterborough will always hire the most qualified candidate for a position. We will ensure that the search and hiring process is fair and equitable so the appropriate qualifications of each candidate are the only criteria upon which a hiring or promotion decision is made.

Approved: *D. Belau*
(Signature, Executive Director)

Date: 19 June, 2018

Reference

HR-2-10: Ethical Recruitment

HR-2-16: Workplace Accommodation

Ontario Human Rights Code