

UNITED WAY OF GREATER LIMA, INC.
Diversity, Equity, and Inclusion Policy

Diversity, Equity, and Inclusion Mission Statement

Our Mission is to improve lives by uniting the caring power of our community. Therefore, we are committed to bringing our community together to create a culture that honors diversity, equity and inclusion.

In Living United, we create opportunities where the contributions and perspectives of all are equally valued and respected. We strive to lead our community by encouraging, educating, listening and modeling diversity, equity and inclusion with our community and partners.

Diversity, Equity, and Inclusion are the core to who we are. These values are central to our mission and impact.

Regarding Employment

Policy

It is the policy of the United Way of Greater Lima to provide equal employment opportunity to all people without regard to race, age, religion, gender, national origin, sexual orientation, disability, or marital status and to promote this policy through a continuing, positive DEI program and mission statement. The United Way of Greater Lima is committed to assuring equal opportunity and equal consideration to all applicants and employees in personnel matters including recruitment and hiring, training, salaries, and other compensation, promotion, layoff, or termination. In the implementation of this policy, it will aggressively seek personnel for all job levels within the organization through up grading and recruitment from all persons without regard to race, age, religion, gender, national origin, sexual orientation, disability, or marital status.

Dissemination of Policy

The policy will be implemented through the United Way of Greater Lima by its President and Governance Committee.

The Equal Employment Opportunity Policy, along with our DEI Mission Statement is and will continue to be communicated to all relevant persons affiliated with the United Way of Greater Lima.

1. Policy is continuing an essential component of the personnel policies and procedures.
2. It will be publicized in the organization's newsletters and other media.
3. A copy of this document will be given to every employee and be issued to all persons engaged in the recruitment, hiring, placement, training, and education of employees.

4. The policy will be thoroughly discussed in employee orientations and all training programs and in appropriate management and supervisory meetings, so that the organization's policy is made clear.
5. Nondiscriminatory clauses will be included in all union agreements and existing agreements will be reviewed to ensure they are nondiscriminatory.
6. Notices required by the Equal Opportunity Commission, the office of Federal Contract Compliance in the Department of Labor and any state or city human rights agencies will be displayed in working areas and in employment offices.
7. All sources of recruitment will be informed orally and in writing of the equal employment policy stipulating that they actively recruit and refer people of race, age, religion, gender, national origin, sexual orientation, disability, or marital status candidates for all positions listed.

Responsibility for Implementation

The President/CEO of the United Way of Greater Lima will be responsible for, although not limited to:

1. Developing additional or amended policy statements as needed, additional affirmative action programs, and DEI training along with internal and external communication techniques.
2. Assisting in the identification of problems in administering this policy and helping to resolve them.
3. Provide reporting to and liaison with compliance agencies.

Responsibilities of the President/CEO or any supervisory personnel shall also include, but not be limited to:

1. Assistance in the Identification of problem areas under their specific jurisdiction.
2. Periodic evaluation of hiring and promotion patterns to evaluate progress and to remove impediments to the attainment of goals.
3. Regular discussions with supervisors and employees to ensure that the organization's policies are fully understood and being carried out.

4. Review of the qualifications of employees to ensure that race, age, religion, gender, national origin, sexual orientation, disability, or marital status are given equal opportunities for transfer or promotions.

Programs To Attain Goals

A. Recruitment

The recruitment program will be conducted in a manner to insure we are actively reaching people of all races, age, religion, gender, national origin, sexual orientation, disability, or marital status. This means taking direct initiative to make certain that people of all races, age, religion, gender, national origin, sexual orientation, disability, or marital status are identified, made familiar with available positions and encouraged to apply. This will be done by:

1. Review of qualifications for professional and clerical/secretarial positions to remove artificial barriers that may restrict the goals of candidates.
2. Limiting utilization of public and private personnel agencies to those which submit acceptable written statements of their own Equal Opportunity Policy and DEI Statements where there is no evidence of failure to implement such policy.

B. Training

Learning opportunities leading to more responsible positions will be available to all staff on a planned basis. Among these are:

1. Provision for staff attendance at workshops, training courses, etc. when available
2. Promotion of educational self-development, time off and assistance with specified tuition will be considered beneficial to the United Way.
3. Briefing and training sessions for supervisors and partner agencies to identify and encourage staff development.

Audit, Report and Evaluation

The following records will be maintained for statistical purposes for three years and will be reviewed periodically to evaluate the status of the DEI implementation. This data will also be necessary for compliance reports for federal contracts.

1. Applicants flow by people of all races, age, religion, gender, national origin, sexual orientation, disability, or marital status, as such information is available.

2. New employees by job classification, people of all races, age, religion, gender, national origin, sexual orientation, disability, or marital status.
3. Rejections by people of all races, age, religion, gender, national origin, sexual orientation, disability, or marital status and the reasons for those rejections.
4. Promotion by job classification, people of all races, age, religion, gender, national origin, sexual orientation, disability, or marital status.
5. Turnover by job classification, people of all races, age, religion, gender, national origin, sexual orientation, disability, or marital status and reason for turnover. (e.g., dismissed, job elimination, resignation, etc.)
6. Employee participation in training programs.
7. Employees hired through special programs for the unemployed by program, job classification, people of all races, age, religion, gender, national origin, sexual orientation, disability, or marital status and their retention rate.
8. Changes are being made to the and Diversity, Equity and Inclusion statement because of the activities during the reporting year.

Other Considerations – Board Committee and Volunteer Membership

There is no discrimination based on people of all races, age, religion, gender, national origin, sexual orientation, disability, or marital status in membership on the governing body, of the United Way of Greater Lima, its Board of Directors, or on any standing or special committees.

Approved by United Way Board of Directors

September 28, 1977

Presented and reapproved by United Way Board of Directors

March 28, 2023

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