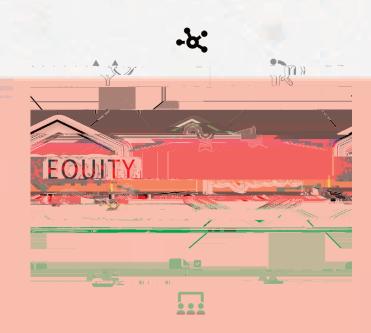
INCREASING EQUITY AT THE WORKPLACE

JOB STRUCTURES SYSTEM TOOLKIT

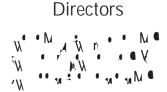


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STEP : CONSIDER VARIATIONS IN EQUITY

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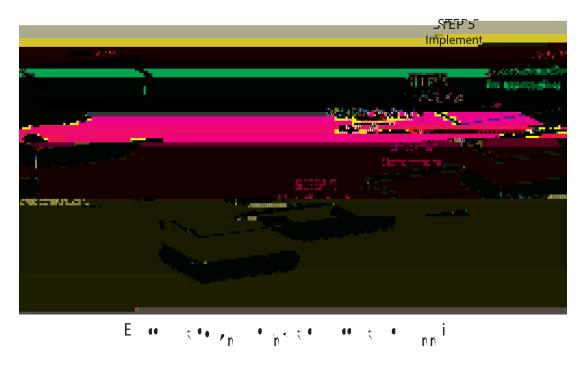
Work Equity is an initiative of the Center for Social Innovation at the Boston College School of Social Work. www.bc.edu/workequity

Questions? Please contact us at workequity@bc.edu

Work Equity is grateful for funding received from WorkRise for the National Study of Workplace Equity. We are also appreciative of our partnership with SHRM and its support of this study. To read more about this study, go to: https://www.bc.edu/content/bc-web/schools/ssw/sites/center-for-social-inno-vation/projects/the-national-study-of-workplace-equity.html

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This section of the Job Structures System Toolkit helps your organization to address possible variations in the equity of your Job Structures System.



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In consultation with the members of the Equity Initiative Committee, the Leader(s) of the Equity Initiative will decide who could be invited to conversations about employees' experiences with the Job Structures System and how those experiences might vary by employees' a liations with demographic and social identity groups.

Option 1: You could use the questions in Worksheet #6 below to guide a discussion with the members of your Equity Initiative Committee.

Option 2: The Equity Initiative Committee could convene discussion groups (for example, brown bag lunches, focus groups, etc.) with employees who are a liated with speci c demographic and social identity groups.

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The responses to the Audit questions about your organization's Job Structures System provide you with some insight about the equity of job structures for employees, overall.

But is this enough for you to understand the equity experiences of your employees?

Your organization might want to consider whether its Job Structures System is "equally fair" to people with di erent social and demographic identities, including people a liated with di erent:

- races/ethnicities,
- gender identities,
- sexual orientations,

- ages,
- religious a liations,
- national backgrounds,
- abilities/disabilities, and
- job classi cations (for example, part-time vs. full-time, exempt vs. non-exempt, contractors vs. employees).

Worksheet #6 (following pages) focuses on the seven Levers for Change in your organization's Job Structures System.

- 1. Policies
- 2. Practicies
- 3. Planning, Data Collection, and Evaluation
- 4. Roles and Accountabilities
- 5. Culture
- 6. Climate
- 7. Communications

(Please see the Overview Booklet of the Job Structures System Toolkit for the discussion of the Levers for Change.)

Ta k 1: Con ider Varia ion in Emplo ee Eq i E perience

Directions:

Worksheet #6 (following pages) asks people in your organization to think about the extent to which the Levers for Change in your Job Structures System seem to result in either privileges or disadvantages for people in di erent groups.

For each of the following questions, think about the di erent demographic and social identity groups in your workforce. Insert comments if your committee members/other employee groups think that there could be variation that results in a lack of equity.

Continue to next page

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Are your organization's policies related to job structures fair for...

Employees of di erent races/ethnicities:

Employees with di erent gender identities:

Employees with di erent sexual orientations:

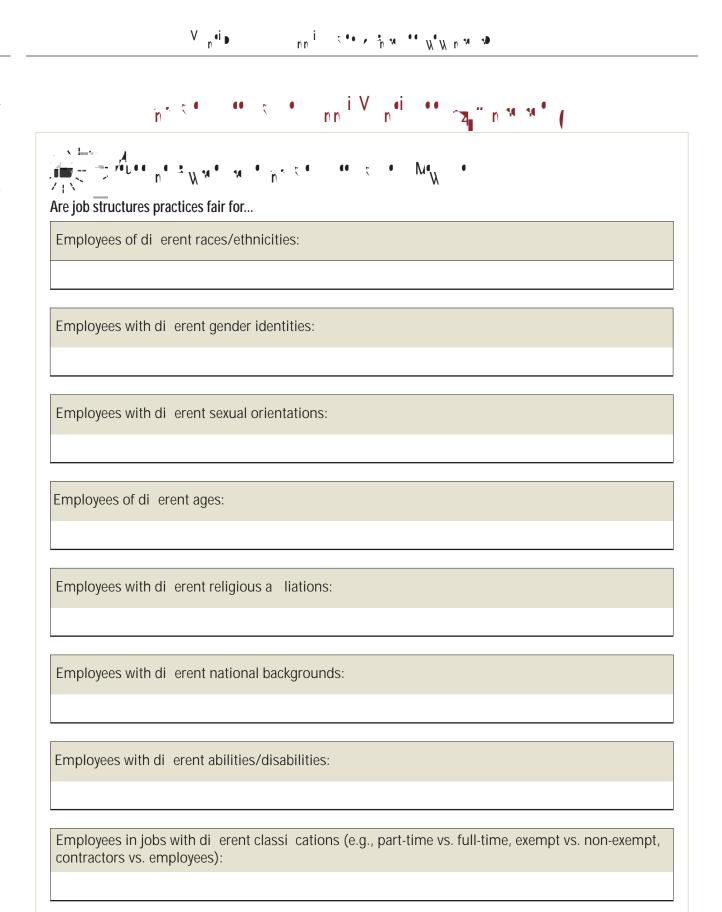
Employees of di erent ages:

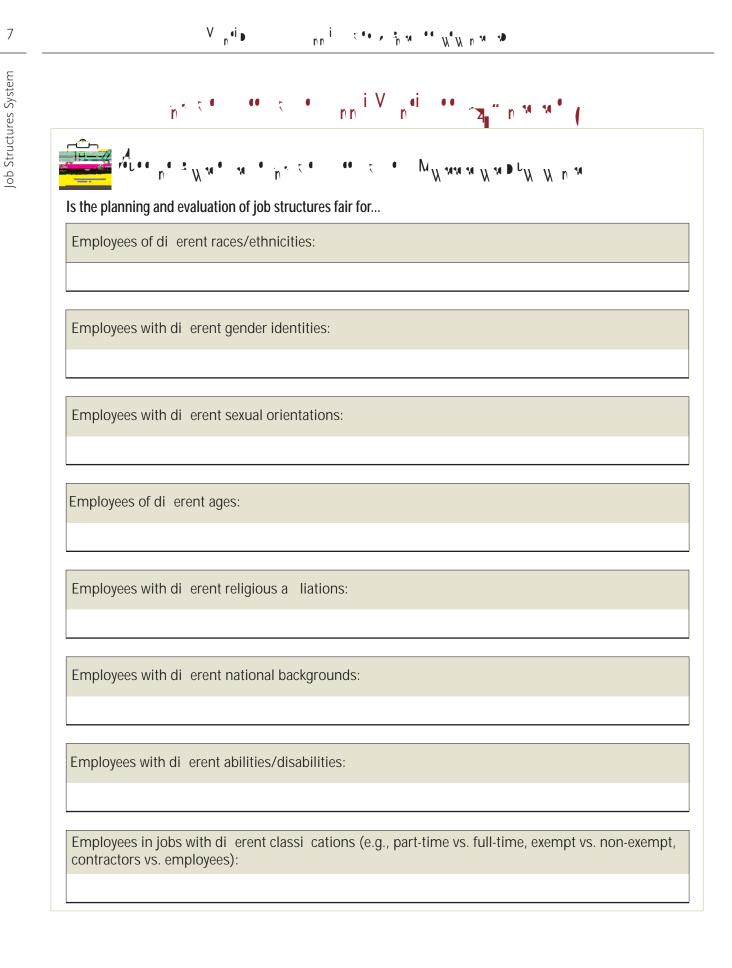
Employees with di erent religious a liations:

Employees with di erent national backgrounds:

Employees with di erent abilities/disabilities:

Employees in jobs with di erent classi cations (e.g., part-time vs. full-time, exempt vs. non-exempt, contractors vs. employees):



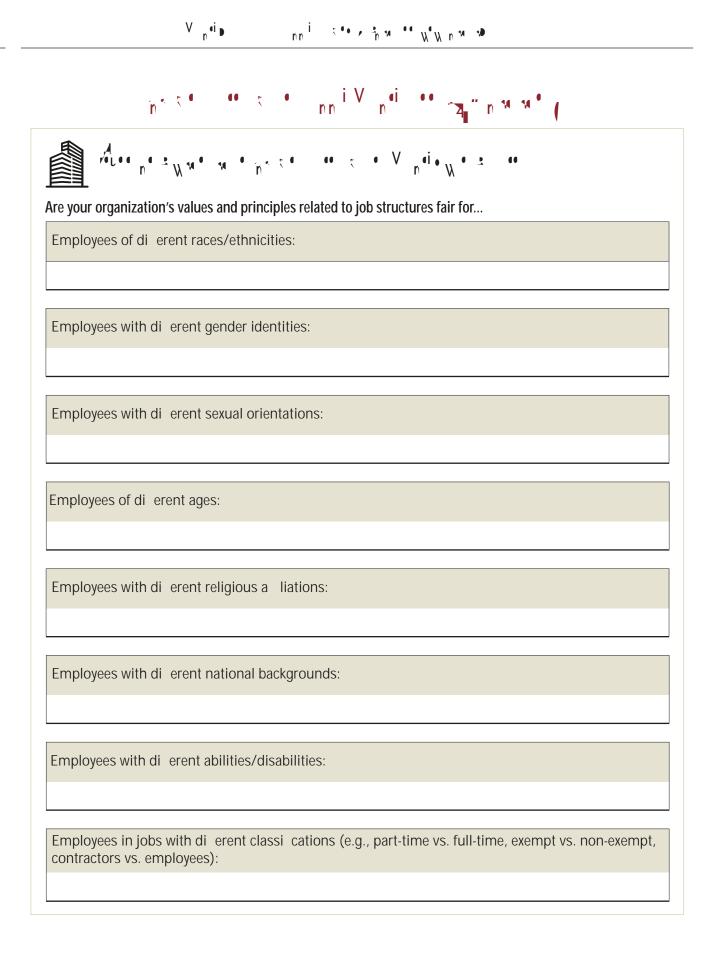


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-	of di erent races/ethnicities:
Employees	with di erent gender identities:
Employees	with di erent sexual orientations:
Employees	of di erent ages:
Employees	with di erent religious a liations:
Employees	with di erent national backgrounds:
Employees	with di erent abilities/disabilities:
	in jobs with di erent classi cations (e.g., part-time vs. full-time, exempt vs. non-exemps vs. employees):

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Job Structures System

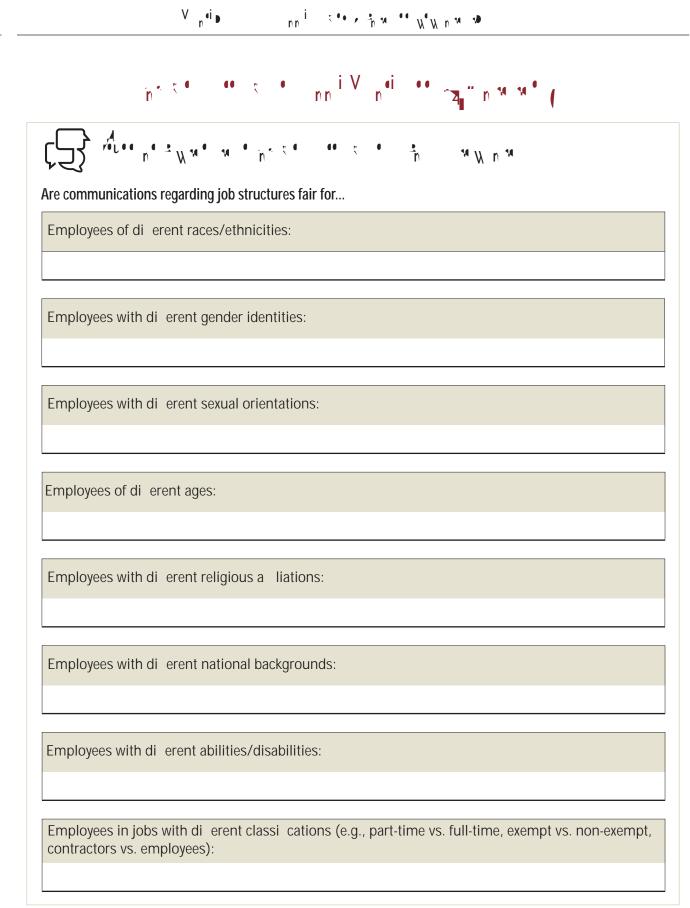
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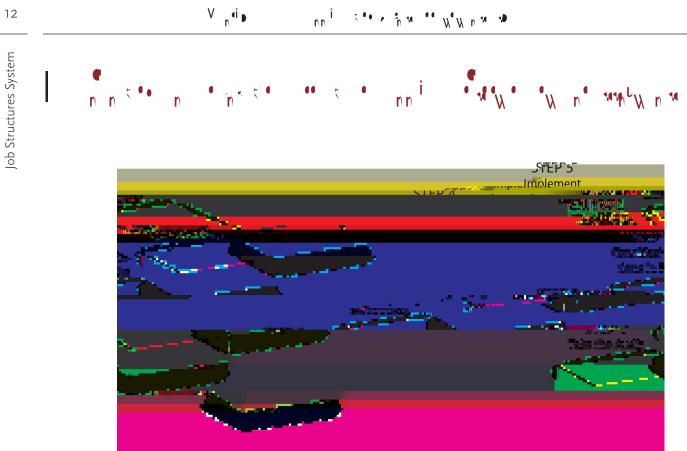
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s the workpla	ace climate pertaining to job structures fair for
Employees	of di erent races/ethnicities:
Employees	with di erent gender identities:
Employees	with di erent sexual orientations:
Employees of	of di erent ages:
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Employees	with di erent abilities/disabilities:



Job Structures System



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