

LEEDS BLACK ELDERS ASSOCIATION



EQUAL OPPORTUNITIES POLICY

STATEMENT OF INTENT

The company wholeheartedly supports the principle of equal opportunities in all the spheres of its operation and opposes all forms of unlawful or unfair discrimination on grounds of colour, race, nationally, ethnic or national origin, gender, disability or sexual orientation. We believe it is in the company's best interest, and all those who work for it in either a paid or voluntary capacity, and all those are recipients of our service, to ensure that the human resource, talents and skills available throughout the community are considered when employment; volunteer; management, committee membership and service provider opportunities arise.

To this end, within the framework of the law, we are committed wherever practicable, to achieving and maintaining a Management Committee Membership, Workforce, Volunteer Body and Membership which broadly reflects the local communities in which we operate.

Every possible step will be taken to ensure that individuals are treated fairly and equally and that decisions on recruitment selection, training, promotion, and career management are based solely on objective and task related criteria.

EQUAL OPPORTUNITIES FOR WOMEN

The company recognises that in society women are discriminated against and oppressed because of their gender. The company recognises that it has responsibility to challenge the traditional position of women in society.

The company will ensure that:

The interests of women are represented on the Management Committee, Sub-Groups and Working Parties.

The special needs of those with childcare responsibilities (regardless of gender) are taken into consideration.

EQUAL OPPORTUNITIES OF PEOPLE OF BLACK AND MINORITY ETHNIC ORIGIN

The company recognises that although Britain is a multi-racial and multi-cultural society, people from black and ethnic communities suffer disadvantage and discrimination as result of racism.

The company is committed to ensure that:

The Management Committees, Sub-Groups and Working Parties reflect the multi-racial composition of the communities we serve.

There is equality of access to employment (waged and un-waged) and services.

EQUAL OPPORTUNITIES FOR PEOPLE WITH DISABILITIES

The company recognises that people with disabilities are likely to suffer disadvantages or discrimination in a great many aspects of their lives.

The company is committed to ensuring that:

The interests of people with disabilities are represented on the Management Committee, Sub-Groups and Working Parties.

Whilst recognising that registered office is not accessible to people who are in wheelchairs, the company will endeavour to hold public events in premises that are accessible.

EQUALITY TARGETS

The company recognises that certain groups are under represented in the Management Committee and in our volunteer and client bodies. We will do our best to ensure that the Company has a broader representation on its Management Committee, Volunteer and Client Bodies.

TRAINING

Equal opportunities will be made available to Management Committee Members, Workers and Volunteers as and when resources are available. Such training will include the following:

Increasing awareness of the existence of discrimination and prejudice on the grounds of race gender and the needs and abilities of people with disabilities.

Examining the nature of discrimination both and indirect.

Providing information and advice on the implications of the relevant legislation.

Explaining the reasons for and importance of grievance and disciplinary procedures.

Explaining to Management Committee Members, Workers and Volunteers what is expected of them in terms of behaviour and assisting them to behave in non-racist and non-sexist ways.

Examining the benefits to the company of reflecting throughout its workforce, Management Committee and Volunteer Bodies the diverse society in which it belongs. Identifying action needed to deal with discriminatory behaviour and processes.

The theory and practice of equal opportunities in the recruitment and selection process.

The reasons for monitoring systems and procedures including action plans and equality targets.

HARASSMENT PROCEDURES

A separate policy has been compiled by the company which sets out harassment procedures. These procedures have been designed to deal with individual complaints of harassment and are separate from grievance and disciplinary procedures already in existence.

Our complaint becomes formal and is made against an employee of the company, the company's grievance and disciplinary procedures will then come into effect.

MONITORING AND EVALUATION

The Company will keep records, which will assist it to monitor its progress in the field of equal opportunities. Such records will cover:

- Gender
- Ethnic Origin
- Age
- Disability
- Marital Status

Monitoring will enable us to have a clear picture of our company and identify under-representation, and what action is required.

RECRUITMENT, SELECTION, PROMOTION AND TRAINING PROCEDURES

These will be reviewed regularly to ensure that the company is operating within the law and operating efficiently.