



## **CHANGE FOR CHILDREN ASSOCIATION (CFCA) Anti-Discrimination, Equity, Diversity & Inclusion Policy**

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### **Rationale/Purpose**

Change for Children Association (CFCA) holds human rights, social justice, collaboration, learning and inclusion as core values guiding its mission and focus on rights-based development, human dignity, healthy communities and global justice. We aim to align and embody these core values in all of our activities and operations. This policy provides a framework to which all other policies should conform. It provides direction to staff, members, volunteers, and the Board.

Change for Children is committed to promoting an equitable organization where every member, volunteer, staff and Board member can realize their potential through valued contributions. We are committed to building an inclusive organization which is able to attract, retain and accommodate a range of diverse people who will feel valued and confident within the organizational environment. We are committed to developing a diverse organization that is reflective of and responsive to the diversity of Canada and the world, in which women and men, girls and boys, in all their diversities, are respected and valued.

We acknowledge that not all events or incidents that CFCA personnel and volunteers are involved in or CFCA operations finance are within our control. The aim of this policy is to manage our operational culture to ensure that all individuals working at Change for Children and at the organizations which we support in the developing world are treated with dignity and respect and are aware of their role and responsibilities in maintaining a workplace which champions diversity, equity and inclusion, and is free of any form of discrimination.

### **Definitions:**

#### **Discrimination**

Any unfair treatment or arbitrary distinction (intentional or unintentional) based on a person's race, sex, religion, nationality, ethnic origin, sexual orientation, disability, age, language, social origin or other status. Discrimination may be an isolated event affecting one person or a group of persons similarly situated, or may manifest itself through harassment or abuse of authority.

#### **Diversity**

The visible and invisible differences that exist among people, including but not limited to,

gender identity, race, ethnic origin, physical and mental ability, sexual orientation or identity, age, economic class, language, religion, nationality, education, and family/marital status. These visible and non-visible differences among people can also lead to differences in experiences, values, attitudes and ways of thinking, behaving, communicating and working.

### **Equity**

Fairness of treatment for individuals or groups according to their respective needs, which may include equal treatment or treatment that is different but is considered equivalent in terms of rights, benefits, obligations and opportunities.

### **Inclusiveness**

The ability of an organization to attract, retain and accommodate a range of diverse people who will feel valued and confident within the organization.

### **Systemic discrimination**

a form of discrimination that occurs where policies, practices or procedures which appear neutral have a discriminatory effect on a person or class of persons. Systemic discrimination is measured by its impact, not the intent.

### **Objectives and Strategies**

The Anti-Discrimination, Equity, Diversity & Inclusion Policy is integrated into three broad sectors of CFCA's operations: 1) governance and organizational culture, 2) programs at all levels, and 3) public image and communications.

#### **1. Governance and Organizational Culture**

CFCA will:

- Ensure that policies, procedures and practices with respect to volunteer and staff recruitment, administration, physical structures, communications, and all operations and activities strive to eliminate systemic barriers and any discriminatory elements.
- Be guided by the principle that equity means more than treating people in the same way; it requires special measures and the accommodation of differences.
- Implement training and education programs so that it will be understood that discriminatory behaviour, such as harassment, name-calling, and disparaging jokes is unacceptable.
- Expect all staff to act, at all times, as role models by upholding the highest standards of conduct and by promoting a harmonious working environment, free of any form of discrimination, harassment, and abuse of authority.
- Maintain a standard of zero-tolerance for any form of discriminatory behaviour within our offices, events, and program activities by ensuring that complaints of discrimination, harassment, sexual harassment or abuse of authority are

promptly addressed in a fair and impartial manner while upholding the confidentiality of the matter as required under this directive.

- If required as a result of a violation of these principles, implement disciplinary action, irrespective of whether the discrimination, harassment or abuse of authority takes place at the Change for Children office, in the course of official travel or an official mission, or in other settings in which it may have an impact on the workplace.

## **2. Programs**

CFCA will:

- Ensure that policies, procedures and practices with respect to domestic and overseas programming, administration, physical structures, communications, and all operations and activities strive to elimination of systemic barriers and any discriminatory elements.
- Encourage and facilitate equity, diversity and inclusion in all domestic and overseas programs, projects and activities
- Undertake careful diversity and inclusion analysis to ensure that projects address both practical needs of women and girls, as well as promote deeper transformation of unequal gender relations.
- Strive to build capacity for equity, diversity and inclusion within our partner organizations, including areas such as governance, human resources, and programming
- Monitor, evaluate and institutionalize organizational learning regarding specific equity, diversity, and inclusion strategic results.
- Share lessons-learned regarding promising practice for equity, diversity, and inclusion with our counterparts and allies

## **3. Public Image and Communications**

CFCA will:

- Make an effort to represent a diversity of people in all our communications with dignity and respect, and in ways that create increased awareness of the value and worth of all peoples.
- Highlight principles of equity, diversity and inclusion in our communications, advocacy, education, fundraising, outreach, and campaigns.
- Endeavour to highlight equity, diversity and inclusion when selecting speakers/presenters for the Board of Directors and CFCA events;
- Keep learning, and use what we learn to develop and share good practice for promoting equity, diversity, and inclusion with our partners and peers.

### **Responsibility and Accountability**

It is the responsibility of all Change for Children, volunteers, staff and Board to ensure that the

organization upholds its principles of anti-discrimination, equity, diversity and inclusiveness in all its practices.

Each year, the CFCA Annual Plan, approved by the Board of Directors, will include specific plans on how this policy will be implemented and evaluated in the current year. The CFCA Executive Director is responsible to lead the implementation of this policy, and to report progress annually to the Board.

*Approved by CFCA Board, Date June 2019*

*Date for Review: June, 2022*