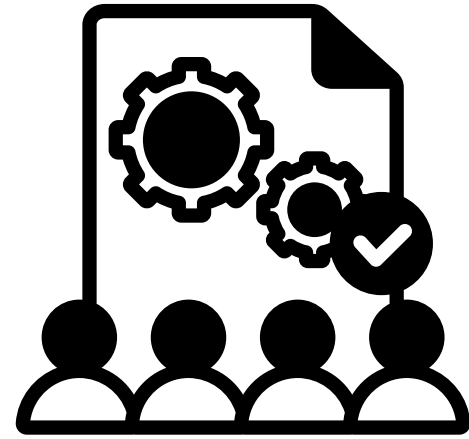


WORKPLACE INCLUSION CHARTER

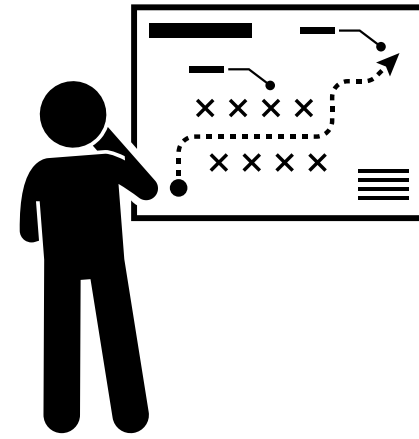
A project from the Capital Region Integration
Network (CRIN)



In partnership with the
City of Fredericton

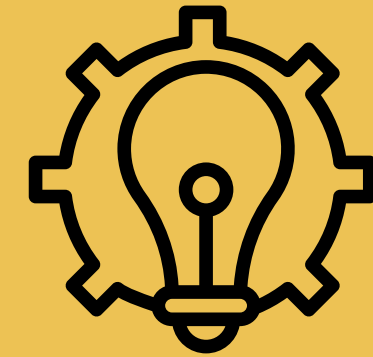


The City of Fredericton's Anti-Racism Taskforce presented a list of recommendations in December 2023, which included *"the City shall encourage local businesses and non-governmental entities to engage in anti-racism initiatives and training to create a safer community"*.



At the same time, Ignite was leading the development of the Capital Region Newcomer CAIR Strategy, which highlighted the need for inclusive workplaces to help bolster retention rates of newcomers in the Capital Region.

BRINGING WIC TO THE CAPITAL REGION



Creating a WIC in the Capital Region addresses both of those needs!

WHAT IS A WORKPLACE INCLUSION CHARTER?

A Workplace Inclusion Charter (WIC) supports employers in creating more inclusive workplaces for their employees and their clients through:

- A declaration of principles.
- A list of commitments.
- Tools and resources to support implementation.



The Charter commitments are based on local and national research and best practices in fostering diversity, equity and inclusion in the workplace. The commitments are designed to be **flexible** for businesses of all sizes, **simple** to implement and **cost effective**. Support is available throughout the implementation process.

OTHER WIC COMMUNITIES

**BOW VALLEY,
AB**

**WOOD
BUFFALO,
AB**

**RED DEER,
AB**

**TIMMINS,
ON**

**BELLEVILLE,
ON**

**KINGSTON,
ON**

**SAINT JOHN,
NB**

**SIMCOE,
ON**

**PETERBOROUGH,
ON**

DECLARATION OF PRINCIPLES

Endorsement statement, which should include the minimum # of commitments, a timeframe to complete, and that this commitment will be shared throughout the organization/business

Vision statement

List of Principles:

- Everybody deserves a safe and respectful work environment
- Diversity contributes to the strength and prosperity of our organization/business and our community
- Employers play an important role in reducing integration barriers (and/or, in facilitating successful inclusion) for residents

Sign and Date

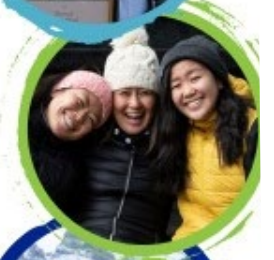


WIC Signatory
As a signatory to the 2024 Bow Valley Workplace Inclusion Charter, we value the diversity of our team and are dedicated to advancing equity and inclusion in our business. We share this commitment throughout all departments and strive to foster belonging at work and in the community.

We endorse the 2024 Bow Valley Workplace Inclusion Charter and commit to completing **at least five commitments** by December 31, 2024.



WIC Vision
Bow Valley employers are leaders in creating a welcoming and inclusive community. Bow Valley residents feel respected, valued, and supported to participate, succeed, and stay in the workplace and the community. Employers celebrate diversity, encourage intercultural understanding, uphold worker rights, and support colleague development.



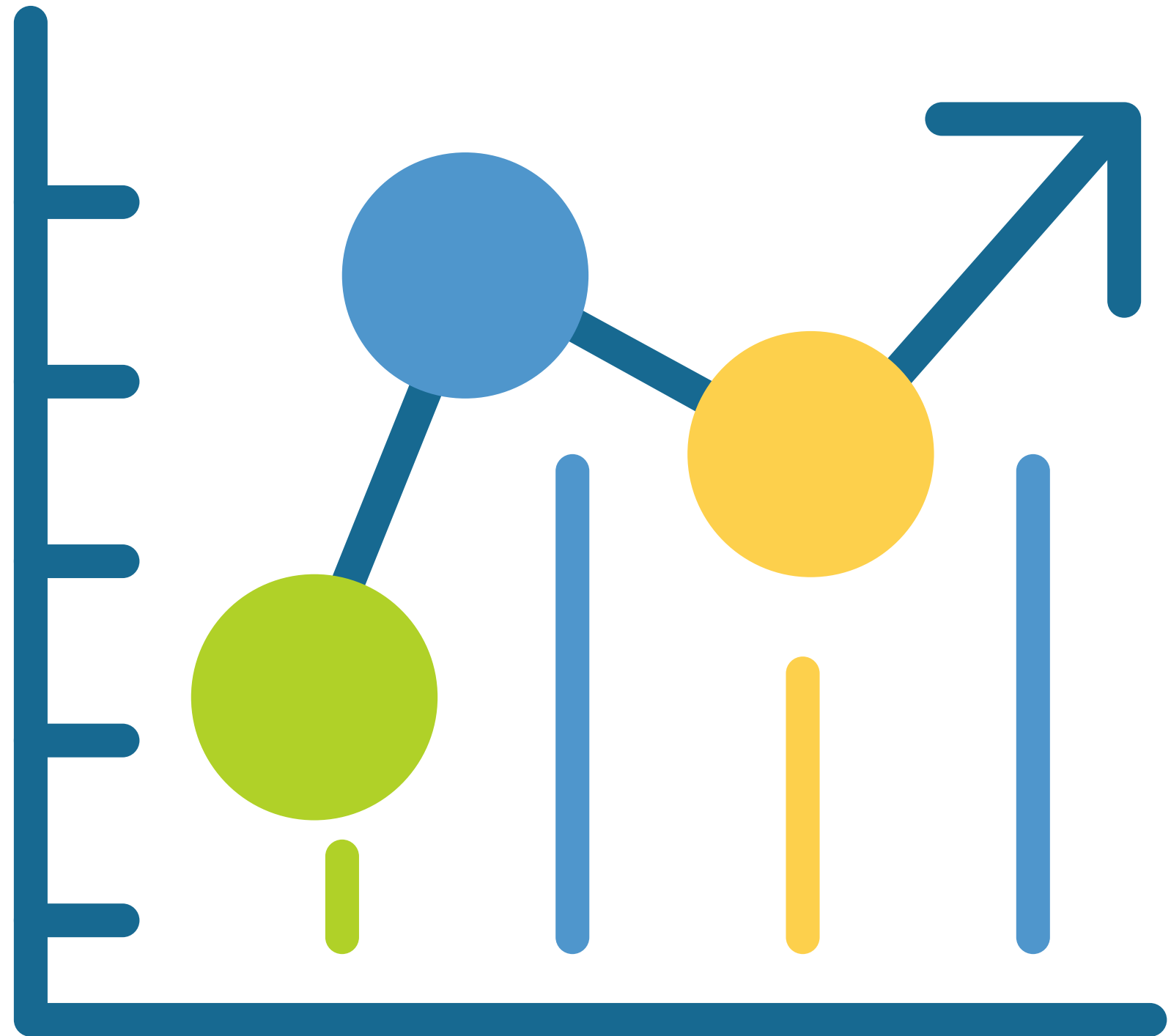
WIC Principles
1. Everybody deserves a safe and respectful work environment.
2. Diversity contributes to the strength and prosperity of our workplace and our local community.
3. Employers play an important role in reducing integration barriers for Bow Valley residents.



_____ Signature	_____ Name & Title	_____ Date
_____ Signature	_____ Name & Title	_____ Date

THE ROAD SO FAR...

- Working group formed with over 20 partners
- Split into intersectionality project groups to draft commitments related to that perspective
- Regroup as a whole to review and identify common commitments, themes, etc.
- Organize draft list into types of commitments
- Repeat process for developing tools and resources



CAPITAL REGION WORKPLACE INCLUSION CHARTER



A **tiered** list of commitments for participating employers. The more commitments completed, the higher **recognition level** achieved!



Accompanying **tools, resources, and supports** to help employers implement commitments, and a clear **evaluation plan** for each.



Participating employers will receive **public recognition** for their commitment and success.



CATEGORIES OF DRAFT COMMITMENTS

RECRUITMENT & ONBOARDING

Examples include:

- Inclusive job postings and diverse approaches to attract a diverse pool of candidates
- Inclusive hiring panels
- Inclusion of land acknowledgements
- Holistic onboarding

POLICIES & GUIDELINES

Examples include:

- Policies written in plain language, gender neutral, and multiple ways/formats to access
- All policies reviewed with an inclusive lens
- Cultural leave policy
- An accessible and trauma-informed complaint procedure, and a system to provide ongoing feedback.



INCLUSIVE SPACES

Examples include:

- Inclusive washrooms
- Having a quiet room for prayer or meditation
- Accessibility features
- Employee Resource Groups (ERGs)
- Employee involvement in wellness initiatives and team-building activities

TRAINING & DEVELOPMENT

Examples include:

- Cultural Competency
- Indigenous Reconciliation
- Trauma Informed Workplaces
- 2SLGBTQIA+ Inclusion
- Disability Awareness, Resources, and Services
- Accessibility Awareness
- Mental Health First Aid

CATEGORIES OF DRAFT COMMITMENTS



TOOLS AND RESOURCES

● **Samples and templates** (ex: press release, memos, policies and procedures, signage)

● **Checklists/audits**

● **Video series** (WIC Impact, Employee Perspectives on Workplace Inclusion, Business Case Studies, Free PD)

Training opportunities

Community connections



EVALUATION AND RECOGNITION

Each commitment has an **evaluation** plan attached to it.

All signatories who complete the minimum number of commitments will be recognized as a **Workplace Inclusion Champion** .

Examples of **recognition** :

- Certificate/award
- Featured on website/social media
- Ad in newspaper
- Window decals
- Digital assets for employers





THANK YOU

We hope you will join us in fostering more inclusive and equitable workplaces across the Capital Region.



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