

EQUAL EMPLOYMENT OPPORTUNITY AND VALUING DIVERSITY POLICY

Policy Owner: People & Culture

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Approved By: Board

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1. PURPOSE AND SCOPE

1.1. Purpose

This policy provides a clear statement of Teach For Australia’s (TFA) commitment to providing Equal Employment Opportunities (EEO), and valuing Diversity and Inclusion.

1.2. Scope

This national policy applies to TFA employees, contractors (temporary or otherwise), volunteers and all other individuals involved in or interacting within a TFA workplace.

This policy is not limited to the workplace or working hours, and includes all work-related activity, such as (but not limited to); the advertisement of jobs, recruitment & selection processes, development opportunities, conditions of work, career advancement, pay, support and to every other aspect of employment for both current and potential employees.

2. POLICY DETAILS

2.1. Organisation Commitment

Through the principles of Equal Employment Opportunity, TFA is committed to an organisation culture that respects and values diversity and inclusion, and recognises the benefits a diverse workforce can have on enabling TFA to achieve its vision and mission.

2.2. Policy Application: Headlines

For TFA to achieve its commitment to EEO and Diversity and Inclusion, the following is required:

- a) individuals must comply with policy – also demonstrating their commitment to EEO, Diversity & Inclusion;
- b) create work environments that value diversity and inclusion;

2.3. Definitions

Term	Definition
Diversity	The inclusion of individuals representing more than one national origin, color, religion, socioeconomic stratum, sexual orientation, etc.
Equal Employment Opportunity (EEO)	EEO is the principle that all employees can access employment opportunities without regard to their race, age, colour, sex, national origin, religion or mental or physical disability.

2.4. Organisation Responsibility

TFA will take all reasonably practicable steps to:

- a) Support EEO principles, through policies/practices/work environments etc. which provide equal access to opportunities;
- b) provide information and training to individuals on EEO, enabling them to appropriately conduct their work activities, undertake reasonable management practices, and actively manage diversity, finding ways of utilising the differences that exist, in order to enhance operations.

2.5. Individual Responsibility

Individuals have a duty to take responsibility for their own behaviour, which includes consideration to the health, safety and wellbeing of others who may be affected by their actions or omissions.

Individuals:

- a) have a responsibility for developing and encouraging a positive environment, where all employees are treated equally;
- b) based on merit are expected to contribute and access opportunities;

3. RELATED DOCUMENT AND REFERENCES

- [Code of Conduct](#)
- [Discrimination, Bullying and Harassment Policy](#)
- [Grievance Resolution Policy and Procedure](#)
- Workplace Gender Equality Act 2012 (Cth)
- Australian Human Rights Commission (1800 620 241)
- Fair Work Commission (13 13 94)

4. POLICY HISTORY

From time to time, this policy may be changed by TFA.

Version	Effective Date	What
1	12 May 2015	Policy implemented.
2	22 Nov 2019	Full review of previous policy, and a refreshed policy implemented.