

## EMPLOYMENT EQUITY POLICY

### POLICY STATEMENT

Eastern School District is fully cognizant of the issues and challenges surrounding equity in the workplace environment and is fully committed to the guiding principles of social justice, fair play, and equality relative to all aspects of organizational culture and divisional operations. Eastern School District is also committed to employment equity and to achieving and maintaining a qualified workforce representative of those pools of qualified individuals available for recruitment by the school district.

Eastern School District upholds the principles reflected in the Canadian Charter of Rights and Freedoms, the Canadian Employment Equity Act, the Newfoundland and Labrador Human Rights Code, and The Women's Policy Office on Employment Equity, and will not under any circumstances neither permit nor engage in employment practices and procedures in contravention of these pieces of legislation.

### RATIONALE

Social, cultural, and historical attitudes and employment practices have produced employment barriers and disadvantages for four groups with the result that they are under-represented in the labour force or are concentrated in low paying jobs. These groups are: aboriginal peoples, persons with disabilities, visible minorities and women. While remaining alert and sensitive to the issue of fair and equitable treatment for all, Eastern School District has a special concern with the participation and advancement of members of these four designated groups that have traditionally been disadvantaged in employment.

The purpose of this policy is to:

1. provide equal employment opportunity for all employees and potential employees of Eastern School District
2. create a workforce which, at all levels, is representative of the diverse population it serves, and
3. ensure that individuals are not denied employment, advancement or training opportunities with the public service for reasons unrelated to ability to do the job.

### SCOPE

This policy applies to all staff employed under the jurisdiction of the Eastern School Board and to all areas of employment practices, policies, programs, and decisions, including but not limited to recruitment, selection, promotion, compensation, transfers, training, layoffs, termination, discipline, benefits, privileges, and facilities.

### PROCEDURES

1. Eastern School District seeks to recruit, select and promote into available jobs the most qualified persons available and to administer personnel matters such as compensation, benefits, promotion, transfer, and training, layoffs, discipline, termination and District-sponsored educational, social and recreational programs in accordance with this policy.
2. To ensure the application of employment equity principles in all its personnel decisions, the District is committed to the following guiding principle:
  - A. Qualifications will be the primary consideration for all areas of employment practices, policies, programs, and decisions.
  - B. Where two or more candidates for a position have substantially equal qualifications, suitability, and one candidate is from a designated group which is **under-represented**, the

designated group member shall be equally considered in accordance with the appropriate collective agreement for the position.

3. The District shall take positive steps to make this policy known and to encourage all under represented groups to seek employment with or advancement within the District.
4. All administrators, supervisors and managers shall be made aware of this policy and shall fulfill their responsibilities in a manner which reflects and fosters the District's employment equity policy.
5. All employees are expected to conduct themselves at work in a way consistent with this policy.
6. The CEO/Director of Education reserves the authority to implement initiatives, activities, programs, and strategies with accompanying monitoring and reporting, analysis and synthesis, to support the full implementation, praxis and spirit of this employment equity policy.
7. The CEO/Director shall from time to time review any initiatives, activities, programs or strategies implemented under this policy and such initiatives, activities, programs or strategies shall be modified as necessary to achieve the stated objectives of this policy.