**Special Olympics Program Diversity, Equity and Inclusion Goals Template/ Sample**

These are sample goals (columns populated with examples for illustrative purposes only) to be adopted/adjusted as appropriate for each Program and submitted as one of the requirements of Article 9 of the General Rules.

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| Objective | Actions | Accountability | By When | Outcome/Measure of Success | Resource |
| **Benchmarking/Data** |  |  |  |  |  |
| Gather data and achieve understanding of current organizational culture as baseline | 1. Add diversity questions to all registration forms: (athletes, volunteers, coaches, Unified partners, etc.) 2. Collect data on board, sponsors and vendors as possible | HR  Sr Leadership Team | Q4 2021  Q2 2021 | All forms include diversity questions  Complete board matrix | SONA guidance  GMS |
| Assess current DE&I efforts for effectiveness; identify gaps and determine needs | 1. Conduct employee survey 2. Conduct comprehensive needs assessment/cultural audit |  |  |  |  |
| **Policy/Goals** |  |  |  |  |  |
| Adopt Program’s vision statement, policies and goals; board approved | 1. Formulate vision, policy, goals and plan with input from internal and external stakeholders. 2. Align and integrate DE&I priorities with strategic plan and operational plans | CEO and Board Governance committee | Q3 2021 | Updated organizational by-laws and Board policies |  |
| Staffing/Investment | 1. Form a DE&I Committee or Council to coordinate and advance the efforts toward achieving the goals. 2. Create a new DE&I staff position, or add DE&I duties to existing HR position (depending on Program size/budget) |  |  |  |  |
| **Training** |  |  |  |  |  |
|  | 1. Provide DE&I training to all staff annually to increase knowledge of diversity issues and enhance cultural competency 2. Seek opportunities to participate in community activities to increase staff’s interaction with people of diverse cultural backgrounds |  |  |  |  |
| **Recruitment & Hiring** |  |  |  |  |  |
| Establish outreach programs to increase the pool of applicants from under-represented backgrounds | 1. Contact diverse industry organizations, ERGs Chambers of Commerce and local organizations. 2. Develop list of diverse websites and listservs to post openings. 3. Participate in job fairs at HBCUs, Universities and target cities with diverse populations. 4. Seek minority owned search firms or those who can deliver diverse candidates. | HR | Q4 2021 | Diverse candidates are included in interviews for every open position.  Increase the number of outreach events to underrepresented groups by 20% |  |
| Provide training to managers on anti-bias in hiring | 1. Select resource/consultant to provide training | HR  Sr Leadership Team | Q4 2021 | All managers have received anti-bias training |  |
| **Career Development** |  |  |  |  |  |
|  | 1. Promote the advancement of underrepresented individuals through professional development courses and training |  |  | Improved diversity in supervisory/leadership roles |  |
| **Inclusion** |  |  |  |  |  |
|  | 1. Actively create a work environment free of harassment and bullying 2. Promote practices that are inclusive and sensitive to various cultures |  |  | Implemented a series of team building activities resulting in improved teamwork, communication and inclusion.  Celebrate cultural holidays, ensure work-related social events are sensitive to all cultures | Holiday schedule |
| **Communication** |  |  |  |  |  |
|  | 1. Develop, modify or improve promotional materials so they are more representative, culturally sensitive and accessible to all target groups |  |  | Website and promotional materials show more inclusive images; highlight emerging leaders in underrepresented groups |  |
| **Participant Recruitment** |  |  |  |  |  |
| Increase participation of underrepresented individuals as athletes, Unified partners, coaches, volunteers,  GMT, etc. |  |  |  |  |  |
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