

	Policy Family HUMAN RESOURCES
	Policy Name Diversity and Inclusion Policy
	Approved By: Board of Directors
Effective Date: 12/16/2021	Release Date: 12/16/2021
Scope This policy applies to human resources	

Alachua Habitat for Humanity Diversity and Inclusion Statement

Alachua Habitat for Humanity values the diversity of its Board of Directors, workforce, volunteers, donors, suppliers, and partners. We recognize the power of harnessing collective similarities and differences that help equip our organization and its people to deliver on the Habitat for Humanity mission, in a manner that is both sensitive and culturally competent. We continually demonstrate our commitment to diversity, valuing diversity of thought, backgrounds, experiences, gender identities, sexual orientation, and cultures. This allows us to work to deliver affordable housing solutions to the community we serve.

Alachua Habitat for Humanity Diversity and Inclusion Mission:

Alachua Habitat for Humanity will consistently deliver its products, goods, and services in a culturally competent manner. We will advance our culture of belonging where open hearts and minds combine to unleash the potential of the brilliant mix of people. We will create equity by tailoring tools and resources and otherwise mitigating systemic barriers to enable everyone to reach their full potential.

Alachua Habitat for Humanity Diversity and Inclusion Vision:

Alachua Habitat for Humanity aspires to be an organization fully committed to diversity, equity, and inclusion by creating and maintaining a diverse, high-performing workforce of employees and volunteers who reflect all communities we serve; by cultivating a collaborative, inclusive and respectful work environment that empowers all contributors; and by leveraging diverse partnerships – all of which helps to ensure culturally competent service.

Responsibilities we encourage and foster:

- Respectful communication and cooperation between all team and Board members, valuing individual differences, cultures and perspectives.
- Work/life balance through reasonable flexible work schedules to accommodate team members' varying needs.
- An inclusive work environment that is free from discrimination, harassment and bullying.
- Employment decisions and talent practices (including performance and development, compensation, hiring) that inclusively reach talent, and, ultimately, a workforce that reflects the communities we serve.
- Reasonable accommodations for otherwise qualified individuals with a disability and to those with needs related to their religious observance or practices in recognition of personal religious expression.
- Appropriate responses to any other behavior not consistent with this, other policies and applicable laws relating to equal opportunity, diversity, equity or inclusion.

Reporting Inappropriate Conduct:

We take allegations of discrimination, harassment and bullying seriously and ensure they are appropriately investigated. If a team member believes that they or another individual has been subjected to conduct prohibited by this Policy, the employee is urged and expected to report the relevant facts promptly, in writing, to their direct manager. If dissatisfied with the response, the report can be forwarded to the Chair of the Personnel and Nominating Committee. All reported incidents will be investigated with an effort to keep the source of the report confidential, with the disclosure of information as appropriate to facilitate the investigation or resolution of the matter.

Consequences:

Employees, volunteers and/ or Board members who do not comply with this Policy and/or are found to have engaged in discrimination, harassment or bullying, will be subject to appropriate disciplinary action, up to and including dismissal or removal.

Change History

Date	Modification	Approved by