



**Self Help
Africa**



Equality and Diversity

2018

INTRODUCTION:

SELF HELP AFRICA is committed to creating an environment that promotes equality and diversity at work. Equality can be described as breaking down any barriers, eliminating discrimination and ensuring equal opportunity and access for all employees, volunteers, consultants and partners, the basis of which is supported and protected by legislation.

Diversity can be described as celebrating and valuing the differences between people and the ways in which those differences can contribute to a richer more creative and more productive working environment. Each person is an individual with visible and non-visible differences and by respecting this everyone can feel valued for their contributions which is beneficial not only for the individual but for SHA. Diversity is about respecting an individual's



- Race
- Culture
- National Origin
- Gender
- Sexual orientation
- Age
- Marital Status
- Religion
- Ethnicity
- Disability
- Ability
- Family Structures
- Health
- Values
- Politics

Equality and Diversity are not inter-changeable but are inter-dependent. SHA believes that there can be no equality of opportunity if difference is not valued, taken account of and harnessed. SHA believes that embracing equality and diversity in the workplace benefits not just the organisation but also individual employees, volunteers, consultants and our partners and target population. All our employees bring their own background, work style, distinct capabilities, experience and characteristics to their work. We recognise that our talented and diverse workforce reflects the diversity of our customers and markets and we want to utilise the widest range of skills, knowledge and experience in our business while complying with the grounds outlined in legislation in both Ireland and the UK. These grounds as already mentioned include age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race (includes colour, nationality, caste and ethnic origins); religion and or belief; sex; sexual orientation and membership of the Traveller community. SHA believes it is vital to “widen the gate without lowering the bar”, as change with regard to diversity is not just about ‘getting into an organisation’ but also about getting on in that organisation.

As well as treating people with dignity and respect, SHA strives to create a supportive environment in which all employees can flourish and reach their full potential, regardless of differences, experience or education. Harnessing the wide range of perspectives this diversity brings promotes innovation and helps make us more creative and enables us to better fulfil our organisation's mission of supporting sustainable livelihoods and food and nutrition security for Africa's smallholder farmers.

COMMITMENT TO EQUALITY AND DIVERSITY

SHA strives to be an Equal Opportunity Employer and will formulate and implement policies and practices that value diversity, provide equality of opportunity and ensure that no job applicant, employee, customer or business associate receives less favourable treatment based on any of the above mentioned grounds. We will also ensure that other policies and practices reflect our commitment to treating people fairly, promoting a culture of inclusion and respecting the dignity of employees at all times.

Managers will promote equality and diversity and proactively eliminate any potential inequities that may run counter to the organisation's policy.

Our recruitment policy reflects our belief that diversity in all areas, including cultural, generational, language and national backgrounds, is necessary to help us to succeed in delivering our organisational mission. SHA will not discriminate against any prospective employee during the recruitment process. Interviews will be carried out objectively and individuals will be judged on merit and their ability to do the job. It is our policy to ensure that as much accommodation as possible is carried out to facilitate the participation of People Living With Disabilities (PLWD) in the recruitment process and in the workplace.

Performance appraisals and feedback will be carried out in a sensitive, non-discriminatory manner. SHA will offer the same development and training opportunities to all employees to achieve high standards of performance.

SCOPE OF THE POLICY – COMMITMENT TO EQUALITY AND DIVERSITY

This policy applies to all employees of SHA whether part time or full time.

The policy also applies to the advertising of jobs and recruitment and selection, terms and conditions of employment, training and development, opportunities for promotion, conditions of service, benefits and pay and performance review procedures.

SHA supports employees who have commitments outside of work, irrespective of whether they have caring responsibilities and to helping its employees fulfil their potential at work whilst finding the right work/life balance by offering flexible working hours, working from home and part-time work whenever possible.

Additional areas that demonstrate SHA's commitment to equality and diversity are that we strive to have gender balanced teams and monitor gender and pay across the organisation. We have a zero tolerance of bullying and harassment, including sexual harassment and we plan to include unconscious bias training in our recruitment training.



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