Staff Induction

Employment Equity & Diversity
Elimination of unlawful discrimination and harassment

Merit based selection

Improving access for equity group members

Creating an inclusive workplace with fair practices

Flexible work practices

Improving employment outcomes for equity group members

Employment practices meet the needs of employees & business goals

Transparent processes
Employment Equity & Diversity in the University

■ To value and encourage diversity is a strategic core function of UOW

■ EED underpins good management practice

■ EED performance adds or detracts from UOW reputation

January 2007
WHAT CAN YOU AND YOUR SUPERVISORS DO TO MAKE UOW A WORKPLACE OF CHOICE?
Staff – each and everyone of us

- Director EED responsible for corporate initiatives and provision of an advisory resource
- Supervisors are responsible for good EED management in their work unit
- All employees responsible for own actions and the reporting of breaches
The Employer - UOW

- Elimination of unlawful discrimination and harassment
  - Proactive approach to staff awareness of issues & responsibilities

- Develop EEO Program under Part 9A of the Anti-discrimination Act with three key outcomes:
  - diverse and skilled workforce,
  - workplace culture displaying fair practices and behaviour, and
  - improved employment access and participation for EEO groups.

- UOW as an employer is responsible for unlawful acts of all employees

January 2007
Valuing a diverse and skilled workforce
UOW equity profile as a % of total staff

Government defined equity groups

<table>
<thead>
<tr>
<th>Equity Groups</th>
<th>Benchmark</th>
<th>2002</th>
<th>2003</th>
<th>2004</th>
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<th>2006</th>
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<td>Aboriginal &amp; Torres Strait Islanders</td>
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<td>1.3</td>
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<td>1.5</td>
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<tr>
<td>People with Disability requiring adjustment at work</td>
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<td>3</td>
<td>3.4</td>
<td>3.2</td>
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</tbody>
</table>

The University has well established programs in place to support each of these equity groups.

January 2007
<table>
<thead>
<tr>
<th>Strategies to support the diverse needs of staff</th>
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<tbody>
<tr>
<td>Designated areas for breastfeeding</td>
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<tr>
<td>On campus childcare</td>
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<tr>
<td>Designated disability parking</td>
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<tr>
<td>Rehabilitation support for injuries/disabilities not work related</td>
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<td>Safe escort service</td>
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<tr>
<td>Cultural awareness training</td>
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<tr>
<td>Employee assistance program</td>
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<td>Grievance resolution procedures</td>
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</tbody>
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*Facilities may vary at Access Centres*

January 2007
Staff Awareness of Equity Issues
EO Online: fair play on campus

■ All staff must complete module 1 within 6 months of commencement
■ All staff with supervisory responsibilities, employed in HR or on selection or promotion committees must complete modules 1 and 2
■ Equity resources, UOW policies, external links
■ External access needs password
  ▪ Username: fair
  ▪ Password: play
■ Complete registration- last page each module

January 2007
Key areas of risk at UOW
Key Areas of Risk at UOW

- Sexual harassment
- Inappropriate relationships
- Lack of respect for diversity
- Workplace conflict and bullying

January 2007
Scenario one:
A new member of your team likes a joke and a laugh. They always seem to have a funny story to tell and they get a good laugh. Over the next month this turns into sending jokes via email. The jokes are becoming a bit smutty and one of the other members of the team is no longer amused.

What is happening?
How should it be managed?
Examples of sexual harassment

- sexually explicit conversation including jokes
- persistent questions or insinuations about a person’s private life
- uninvited touching, embraces, deliberately brushing up against them
- displays of sexual material / objects including posters, pin-ups, cartoons, graffiti, computer screen savers
- offensive e-mail messages, phone calls or letters
- stalking
- making promises or threats in return for sexual favours ie. sex for grades
- requests for sex
- sexual assault, rape

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Discussion

Scenario two:
A student has declared their love for their tutor in several emails and letters over a period of a month. The tutor ignores the first emails and finally responds simply saying “This is inappropriate”. The affection continues with letters and eventually a phone call to their home.

What is happening?
How should it be managed?
Examples of inappropriate relationships

- Close personal relationships
  - asking student/lecturer to attend a non university event
  - establishing personal relationship with a student/lecturer
  - sexual favours in return for grades
  - exchange of personal emails

- Conflict of interest
  - family or close friends – conflict of interest on interview/promotion panels, supervising, tutoring or lecturing

- Financial
  - Giving work to family/friends
Scenario three:
You are having lunch with several friends at one of the food outlets and you overhear another group talking quite loudly about the groups of people from a different cultural background at the park last weekend and all the “weird” things they were eating and doing. They were being really derogatory.

What is happening?
How should it be managed?
Examples of lack of respect for diversity

■ Students and staff with diverse needs are not reasonably accommodated
■ Students and staff are belittled because they are “different”
■ Inappropriate comments eg. about a person’s age, race, disability or their sexual orientation
■ Generalisations are made about a particular group eg. all people of a particular race/gender/sexual orientation are labelled in the same way
■ Offensive posters targeting a particular group of people
Discussion

Scenario four:
John likes to start early and finish early every day. That was OK when Ahmed liked to start work late and finish late each day. When John left and Helga started she couldn’t start early every day. The supervisor met with Helga and Ahmed and made up a roster to share the early and late starts. Ahmed was not happy and felt that he had been treated unfairly.

What is happening?
How should it be managed?
The Legislation
Summary of the Grounds of Discrimination- NSW & Federal

- Sex
- Pregnancy and potential pregnancy
- Marital status
- Disability (including HIV)
- Age
- Race, colour, nationality, descent & ethnic, ethno-religious or national origin
- Carers’ responsibilities
- Homosexuality
- Transgender identity
- Racial vilification
- HIV/AIDS vilification

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Characteristics of unlawful harassment and discrimination at work

- Targets recipient because of race, sex, sexual orientation or disability etc
- Behaviour is unwelcome
- Behaviour offends, intimidates or humiliates the recipient
- A reasonable person would have felt this way in the circumstances

January 2007
Contact Details

- Lynne Wright or Judy Wallis
- EED Unit, level 1
- Administration Building (36)
- Ext.3917