

The Arts Catalyst Equal Opportunities Policy

Principles

The Arts Catalyst's work is underpinned by the belief that diversity of culture, lifestyle and thinking is critical for the sustainable future of humankind.

We aim to encourage, value and manage diversity and we recognise that talent and potential are distributed across the population. Not only are there moral and social reasons for promoting equality of opportunity, it is in the best interest of this organisation to recruit, contract, commission, involve and develop the best people for our jobs and projects from as wide and diverse a pool of talent as possible. That diversity adds value. The Arts Catalyst supports the principle of equal opportunities in employment.

The Arts Catalyst recognises that many people in our society experience discrimination. All forms of discrimination are unacceptable, regardless of whether there was any intention to discriminate or not.

Employees of The Arts Catalyst are required to act to ensure that this policy is effective in ensuring equal opportunities and in preventing discrimination.

Statement of Intent

The Arts Catalyst aims to create a culture that respects and values each others' differences, that promotes dignity, equality and diversity, and that encourages individuals to develop and maximise their true potential.

We aim to remove barriers, bias or discrimination that prevent individuals or groups from realising their potential and contributing fully to our organisation's performance and to develop an organisational culture that positively values and promotes diversity.

Every possible step will be taken to ensure that individuals are treated fairly in all aspects of their employment at The Arts Catalyst.

Selection for employment or promotion or any other benefit will be on the basis of merit and ability only. Selection for training will be on the basis of job requirement only. Intimidation, harassment and bullying will not be tolerated and may lead to disciplinary action.

The Arts Catalyst will challenge discrimination in its own policies. It aims to provide equality and fairness for all job applicants, employees whether part-time, full-time, fixed term or temporary, contracted artists and other specialists, collaborators, volunteers or Board of Trustees members. irrespective of gender, marital status, race, ethnic origin, colour, nationality, national origin, religion or belief, disability, sexual orientation, gender reassignment or age.

Implementation

The Director is responsible for the policy's day-to-day implementation. Consultation will take place with the staff on the implementation and development of this policy.

It is the responsibility of the Board of Trustees to monitor effectiveness, and to review and develop the policy where necessary. Monitoring will take place at each meeting of the Board of Trustees and this policy will be reviewed annually.

The company has developed a Race Equality Action Plan, which is being monitored.

The company will develop other specific actions plans, as deemed necessary by the Board of Trustees when reviewing this policy.

Appropriate training will be provided for staff to understand equal opportunities issues, as required or deemed necessary by the Director or Board of Trustees.

This Equal Opportunities policy will be given to all members of staff and the Board of Trustees and placed on the website to which the attention of contracted individuals and volunteers will be drawn.

Each employee, contracted individual, collaborator, volunteer or Board of Trustees member is responsible for their own compliance with this policy. Breaches of the Equal Opportunities Policy will be regarded as misconduct and could lead to disciplinary action against employees, appropriate action against a member of the Board of Trustees, termination of contracts for services of artists and other specialists, or withdrawal of volunteer or collaborator agreements.

Employees who feel they have been discriminated against should raise the matter with the Director (Chief Executive). Initially the employee and Director should aim to resolve the matter informally. It may be that discriminatory action is unwitting and easily resolved once the problem is clear.

If they are dissatisfied with the outcome, the complaint is very serious, or the Director is the cause of the complaint, the employee should raise the matter, in writing, with the Chair of the Board of Trustees.

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