**Leading Organisational Equality and Diversity**

The aim of this unit is to enable the learner to develop an understanding of the importance of managing equality and diversity within the organisation and to understand how to lead the approach to equality and diversity within an organisation.

**Indicative Content**

**1. Understand the importance of effectively managing equality and diversity**

Legislation

* Definitions – equality, equality of opportunity, diversity, equality of opportunity, different types of discrimination (direct, indirect etc.), equality legislation (UK, EU, the international picture), human rights legislation, coverage of, legislation – employees, customers, stakeholders, industry requirements e.g. public sector, conflicts e.g. between law and religious or cultural beliefs

Codes of practice and guidance

* Status of guidance and codes of practice e.g. voluntary, required and industry standards or requirements e.g. public sector requirements

Benefits

* Benefits of equality and diversity in workforce and benefits of equality and diversity in stakeholder/customer base

Needs

* Needs and expectations of those inside the organisation and needs and expectations of those outside the organisation

Fairness and Justice

* Impact of prejudice and discrimination on groups and individuals

**2. Understand the dynamics of leading and managing equality and diversity in an organisation**

Commitment

* Creating a language and culture of commitment, how the behaviour, actions and words of those within the organisation support commitment to equality and diversity, the importance of showing respect and leading by example

Policies and procedures

* Policies and procedures for legal compliance, policies and procedures to meet organisational aims and commitment, writing equality and diversity policies and how to ensure procedures help to meet policy

Communication

* Importance of communicating commitment, policies and procedures, training staff and raising awareness of staff and stakeholders
* Ensuring suppliers are aware of commitment, policies and procedures e.g. website designers, printers consider accessibility issues in terms of language, size of text, facilities management consider suitability of premises access and use etc.

Addressing equality and diversity issues

* Identifying issues e.g. individual prejudices or discrimination, organisational discrimination and addressing language, actions and behaviour that does not support equality and diversity. Dealing with conflicts (between individuals, between law and organisational aims, between law/organisation aims and religious or cultural issues), changing policies to address identified issues and using disciplinary action with employees if required