

# EMPLOYEE RESOURCES AND SUPPORTS SYSTEM TOOLKIT





## Directors

Marcie Pitt-Catsoupes, PhD  
Samuel L. Bradley, Jr., DSW  
Kathleen Christensen, PhD

**Work Equity** is an initiative of the Center for Social Innovation at the  College School of Social Work.  
[www.bc.edu/workequity](http://www.bc.edu/workequity)

Questions?  
Please contact us at [workequity@bc.edu](mailto:workequity@bc.edu)

**Work Equity** is grateful for funding received from WorkRise for the National Study of Workplace Equity. We are also appreciative of our partnership with SHRM and its support of this study. To read more about this study, go to: <https://www.bc.edu/content/bc-web/schools/ssw/sites/center-for-social-innovation/projects/the-national-study-of-workplace-equity.html>

## 2.0 Introduction

Step 2 enables your organization to benchmark your responses to the Audit of your Employee Resources and Supports System (completed in Step 1) against the findings of the National Study of Workplace Equity<sup>1</sup>.



Figure 6: Step 2 of the Employee Resources and Supports System Toolkit

## 2.1 Roles and Responsibilities

The Leader(s) of your Employee Resources and Supports System Equity Initiative should assume responsibility for Task 1 (recording the average scores pertaining to the Audit questions) and Task 2 (comparing your organization’s average scores to the dataset of the National Study of Workplace Equity).

The Equity Initiative Committee can meet and discuss the implications of the benchmarking results.

## 2.2 Step 2 Tasks

Continue to next page

<sup>1</sup> Work Equity is grateful for funding received from WorkRise for the National Study of Workplace Equity. We are also appreciative of our partnership with SHRM and its support of this study. To read more about this study, go to: <https://www.bc.edu/content/bc-web/schools/ssw/sites/center-for-social-innovation/projects/the-national-study-of-workplace-equity.html>

*Task 1: Compare Your Organization's Average Scores on the Equity Audit to the National Study of Workplace Equity*

**Employee Resources and Supports System Toolkit Worksheet #4**  
**Your Organization's Average Audit Scores**

Directions:  
 In the right-hand column, your Leader(s) should record the information from Worksheet #3 that you completed in Step 1 of this Toolkit.  
 You will use the average scores from this Worksheet #4 to complete Worksheet #5 below.

	Your Organization's Average Scores
1. To what extent does your organization have written policies which ensure that employee access to resources and supports is fair?	
2. To what extent does your organization have a range of resources and programs that can support the needs of diverse employees?	
3. To what extent does your organization audit the fairness of employees' access to resources and supports?	
4. To what extent does your organization hold one or more employees (e.g., supervisors; Director of DEI, etc.) accountable for monitoring the fairness of employee access to resources and supports?	
5. To what extent do the actions of your organizational leaders indicate that they believe that there is a connection between the organization's DEI initiatives and employee resources and supports?	
6. To what extent does your organization support employee participation in programs such as networks/affinity groups/employee resource groups?	
7. To what extent does your organization recognize that different resources and supports may be sought/needed by different groups of employees?	
8. To what extent does your organization provide employees with equitable access to information about resources and supports available at the workplace?	

Task 2: Benchmark

Directions:  
 The Leader(s) of your Equity Initiative should record your organization's average scores (from Worksheet #4 above) on the graph below so that you can compare your score to the averages from the National Study of Workplace Equity.

Employee Resources and Supports System Toolkit Worksheet #5  
 Compare Your Organization's Average Scores to the National Averages

Go to Page 6 for Worksheet #5

The members of your Equity Initiative Committee should discuss the **strengths** of the equity of your Employee Resources and Supports System in comparison to the scores from the National Study of Workplace Equity. The Leader(s) of your Equity Initiative can record key observations made by committee members below.

---



---

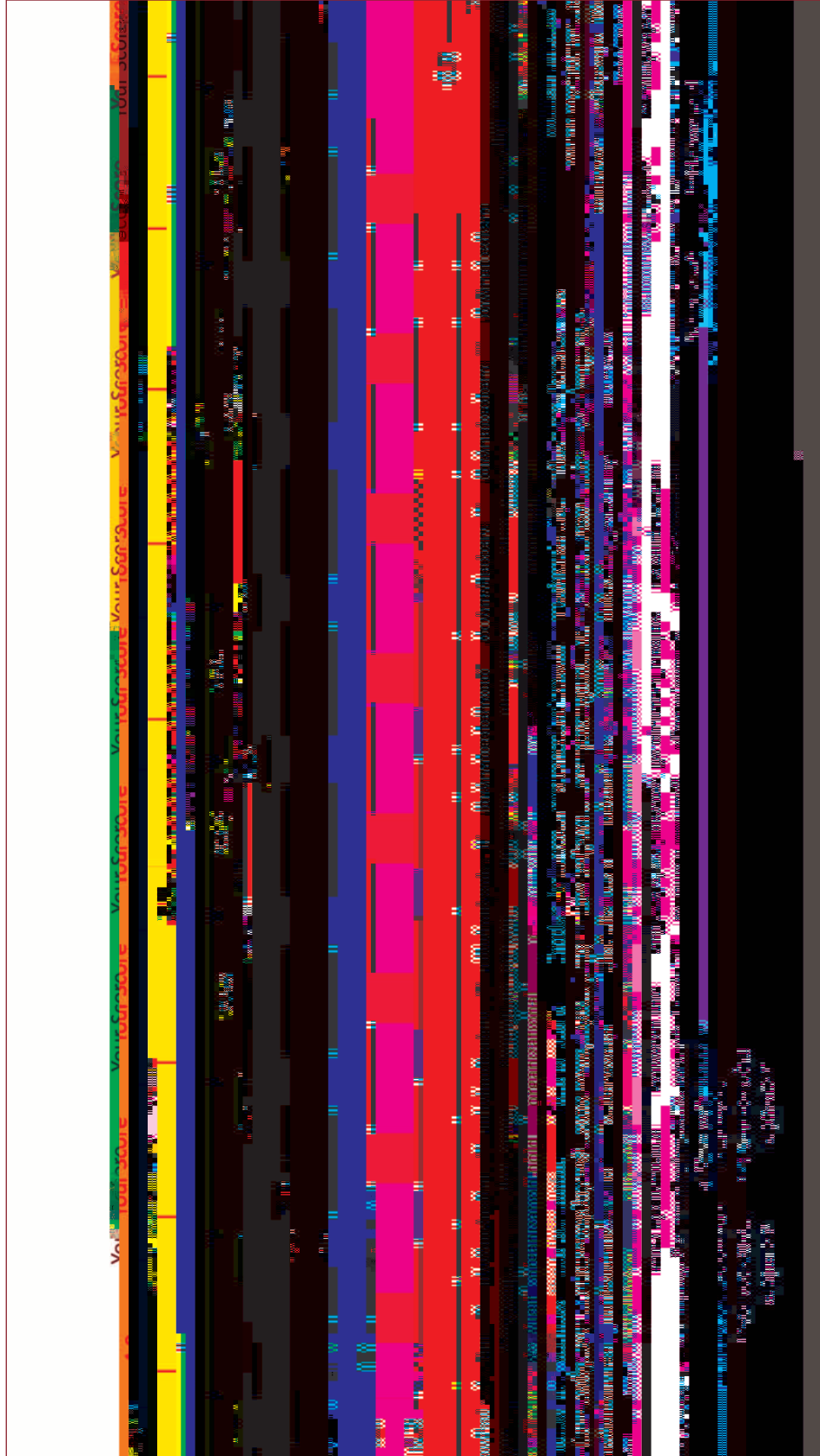
The members of your Equity Initiative Committee should discuss the **weaknesses** of the equity of your Employee Resources and Supports System in comparison to the scores from the National Study of Workplace Equity. The Leader(s) of your Equity Initiative can record key observations made by committee members below.

---



---

# Employee Resources and Supports System Toolkit Worksheet #5 Compare Your Organization's Average Scores to the National Averages



Our analyses of the data from the National Study of Workplace Equity indicate that organizations with fewer than 500 employees are:

1. **less** likely to have written policies which ensure that employees' access to resources and supports is fair
2. **less** likely to have a range of resources and programs that can support the needs of diverse employees, and
3. **less** likely to provide employees with equitable access to information about resources and supports available at the workplace.

The members of your Equity Initiative Committee can discuss implications that the **size of your workforce** has for your Employee Resources and Supports System. The leader(s) of your Equity Initiative can record key observations made by committee members below.

---



---



Figure 7: Step 3 of the Employee Resources and Supports System Toolkit

Go to Step 3 of the Employee Resources and Supports System Toolkit: Consider Variations in Equity