

INCREASING EQUITY AT THE WORKPLACE

ORIENTATION AND ONBOARDING SYSTEM TOOLKIT



STEP 1 : CONSIDER VARIATIONS IN EQUITY



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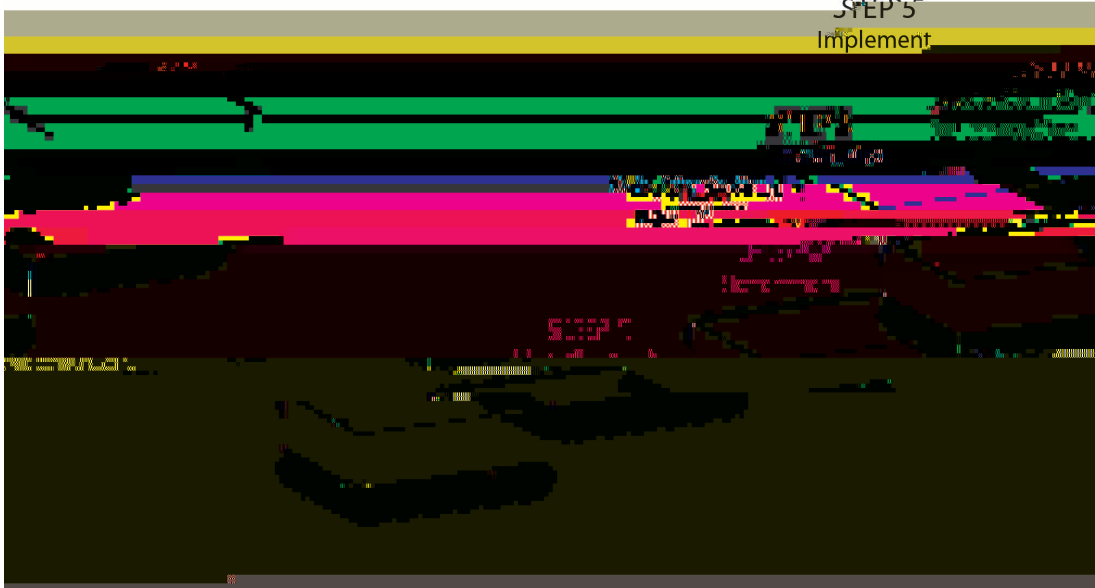
Work Equity is a critical component of our organizational success. We are committed to creating a diverse and inclusive workplace where all employees can thrive. [Work Equity](#)

What is the purpose of the Work Equity initiative?

Work Equity is a strategic initiative designed to ensure that all employees have equal access to opportunities and resources. This includes addressing pay equity, promoting diversity and inclusion, and providing professional development opportunities. [Work Equity](#)

3.0 I c i D

i s s i r f a i a b a r i g s s m l k s l j g a i a i a r s s
s s b q a i a i s i j j r f a i a b a r i g s m.



r D 8: S 3 O i D a i D a O b a i D S T I D

3.1 R a R i D D D D

l e s l a i i m r b s E j l i a i C m m i , s a r s) E j
l i a i i l l i s a l b i i s s a i s b m s s r f s s i s
r f a i a b a r i g s m a s s r f s s n g a b s m s s , a l a i s
i s m g r a a s i a l i i g r j .

Option 1: j s i s i r k # l g j a s s i i s
m r b s E j l i a i C m m i .

Option 2: E j l i a i C m m i e s s i g r (r a m b r
b g l s s , e g r j .) i m s a a l a i s i s m g r a a
s i a l i i g r j .

3.2 S 3 T a

s s s A j i s i s b j g a i a i s r f a i a b a r i g s s m
i s i s m i s g b j j r f a i a a r i g r m s s , r a l l .
B s s g r j s a j j r f s s j m s s ?
j g a i a i n g a s i r r i s r f a i a b a r i g s s m i s ' j a l l
a r i i s i a l a m g r a i i f s , i l j i g a l a i
i f s :

, r a s y i f s ,
, g e r i s i f s ,

O e r b a d O b a d g S E

, s^ual r^h ai s ,
 , g^us ,
 , r^h g i s a l a i s ,
 , ai a b a g r u s ,
 , b i l f s / i b i l f s , a
 , j b e l a s i e a i s (r^h a m e , a r - i m s . u l l - i m s , s m s . s m s ,
 e r a s s . m e s) .

r^h #6 (l l i g g s) e s s e s r C a g i j g a i a i s
 r^h ai a b a r i g s e m .

1. k f s
2. r a k f s
3. l a i g , D a a C H e i , a E a l j a i
4. s a A e j b i l f s
5. C a j j
6. C m a
7. C m m j a i s

(e s s e s e r r B H e r r ai a b a r i g s e m l k r e
 e s s i e e s r C a g i .)

Task 1: Consider Variations in Employees' Equity Experiences

D r e i s :

r^h #6 (l l i g g s) e k k i j g a i a i i k b e s s e s r C a g i j r^h ai a b a r i g s e m s m r s u l i a i e r j i g s
 r i a a g s r e l i i r g r .

F r a l l i g j s i s , i k b e i r m g r a a s a l i e i g r
 i r k l s r e m m s i v e m m i m r b e s / e r m l g r j i k a
 j b e a i a i a r s j b i a l a k e j .

C i j e

O I D a I D a O b a I D S T I D W #6 E I D O I D a I D a O b a I D S L C a



L C a I D O I D a I D a O b a I D S P I D I D

Are your organization's policies related to orientation and onboarding fair for...

Empl ees i n r a s s i f i c a t i o n s :

Empl ees i n g e n d e r i n g i f s :

Empl ees i n s e x u a l r e a c t i o n s :

Empl ees i n g e n d e r i n g i f s :

Empl ees i n r e g i s t r a t i o n s :

Empl ees i n a b s e n c e p o l i c i e s :

Empl ees i n b e n e f i t s / s e r v i c e s :

Empl ees i n j o b s i n c l u s i o n a i s (g e n d e r - i m s . j u l - i m s . s e x u a l o r i e n t a t i o n) :

O i D a i D a O b a i D S T I D W #6 (c i D)



L C a i D O i D a i D a O b a i D S P a c i D

Are orientation and onboarding practices fair for...

Em p l o y e e s i n r e s e a r c h a n d d e v e l o p m e n t :

Em p l o y e e s i n i n t e r n a t i o n a l o r g a n i z a t i o n s :

Em p l o y e e s i n i n t e r s e c t o r a n d a c a d e m y :

Em p l o y e e s i n s t a r t u p s :

Em p l o y e e s i n i n t e r n e t i c o m p a n y s :

Em p l o y e e s i n i n t e r a c a d e m i c a n d i n d u s t r y s :

Em p l o y e e s i n i n t e r b i l l s / s e n i o r b i l l s :

Em p l o y e e s i n j o b s i n i n t e r c u l t u r a l a n d i n t e r l i n g u i s t i c s e t t i n g s (e . g . , a r a b i c - i n t e r n a t i o n a l i n t e r n a t i o n a l s e t t i n g s) :

O i D a i D a O b a i D S T I D W #6 (c i D)



L C a i D O i D a i D a O b a i D S P a i D a E a a i D

Is the planning and evaluation of orientation and onboarding fair for...

Empl ees i n r a s s / i f s :

Empl ees i n i n g e r i s i f s :

Empl ees i n s j a l r a i s :

Empl ees i n g s s :

Empl ees i n r i g i s a l a i s :

Empl ees i n a i a b a g r s :

Empl ees i n b i l f s / b i l f s :

Empl ees i n j b s i n l a s i a i s (g . , a - i m s . j l l - i m , s m . s m , r a s s s m) :

O i D a i D a O b a i D S T I D W #6 (c i D)



L C a i D O i D a i D a O b a i D S A i D R a
Acc ab i D i D

Is the assignment of roles and accountabilities for the Orientation and Oboarding System fair for...

Em p l o y e e s i n t h e r o l e s / j o b s :

Em p l o y e e s i n t h e g e n e r a l i n f o r m a t i o n :

Em p l o y e e s i n t h e s p e c i f i c a s s i g n m e n t s :

Em p l o y e e s i n t h e g e n e r a l a c c o u n t a b i l i t i e s :

Em p l o y e e s i n t h e r e g i s t e r a t i o n a c c o u n t a b i l i t i e s :

Em p l o y e e s i n t h e a i a b a n d g r a d u a t i o n a c c o u n t a b i l i t i e s :

Em p l o y e e s i n t h e b i l l i n g / i n v o i c i n g a c c o u n t a b i l i t i e s :

Em p l o y e e s i n j o b s i n t h e e l a s t i c a i s (g e n e r a l i n f o r m a t i o n , s p e c i f i c a s s i g n m e n t s , a c c o u n t a b i l i t i e s) :

O i D a i D a O b a i D S T I D W #6 (c i D)



L C a i D O i D a i D a O b a i D S C I D I D i D i D

Are communications regarding orientation and onboarding fair for...

Em p l o y e e s i n r e s p o n s i b l e p o s i t i o n s :

Empty text box for response.

Em p l o y e e s i n r e s p o n s i b l e p o s i t i o n s :

Empty text box for response.

Em p l o y e e s i n r e s p o n s i b l e p o s i t i o n s :

Empty text box for response.

Em p l o y e e s i n r e s p o n s i b l e p o s i t i o n s :

Empty text box for response.

Em p l o y e e s i n r e s p o n s i b l e p o s i t i o n s :

Empty text box for response.

Em p l o y e e s i n r e s p o n s i b l e p o s i t i o n s :

Empty text box for response.

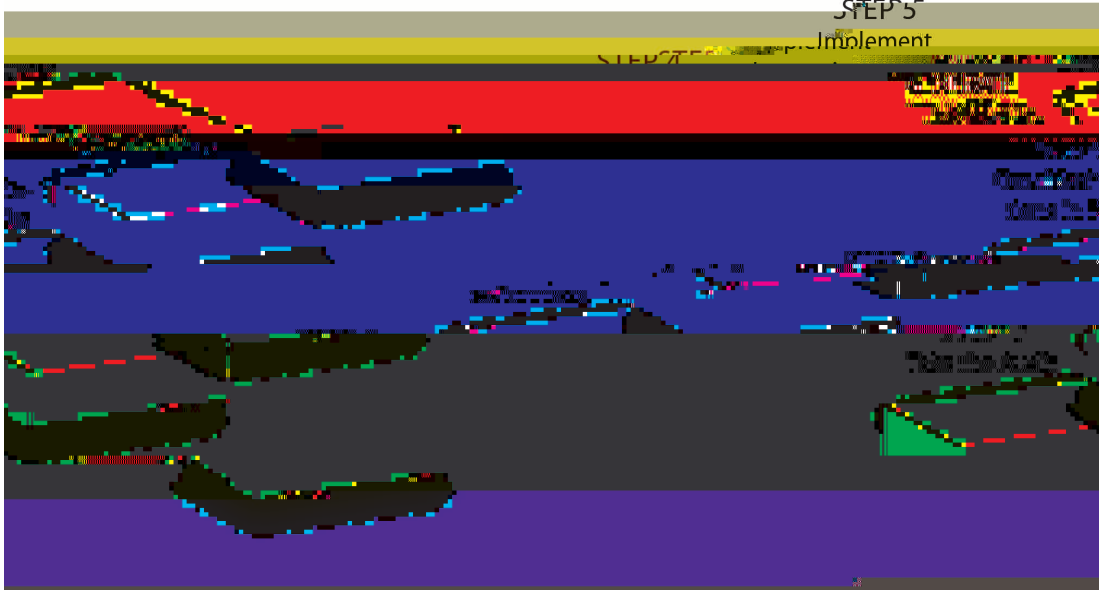
Em p l o y e e s i n r e s p o n s i b l e p o s i t i o n s :

Empty text box for response.

Em p l o y e e s i n j o b s i n r e s p o n s i b l e p o s i t i o n s (g e n e r a l i s t s , i n - i m m e d i a t e s u p e r v i s o r s , s u p e r v i s o r s) :

Empty text box for response.

I G S 4 O I D a I D a O b a I D S T I D: G a I a a I D



I D 9: S 4 O I D a I D a O b a I D S T I D