

POLICIES, GUIDELINES AND PROCEDURES

SUBJECT	N.E.P.N. CODE
EMPLOYMENT PRACTICES: DIVERSITY, EQUITY & INCLUSION	GBA

I. POLICY

The Louis Riel School Board (Board) is committed to [diversity, equity, and inclusion](#)¹ in employment. As such, the Board will ensure that employment practices including recruitment, selection, hiring, training and development, career counselling, transfer process, performance assessment, promotion, and retention reflect the rights that are guaranteed in the [Canadian Charter of Rights and Freedoms](#).

The Board is committed to the identification and removal of discriminatory and/or oppressive practices that constitute barriers to diversity, equity, and inclusion on an individual and systemic level. In so doing, the Board strives to increase diversity and equity within our workforce.

Accordingly, the Division expects employees to adhere to the **GUIDELINES** and **PROCEDURES** of this policy.

II. GUIDELINES

- A. The process of policy development, implementation and review shall be open and transparent between the Board, students, staff, parents, and community.
- B. The Division will implement [anti-oppressive](#) practices to guarantee the fundamental rights and freedoms, protected by the [Canadian Charter of Rights and Freedoms](#), through the identification and elimination of all types of [discrimination](#). The practices of the division will align with the [Employment Standards Code](#) and [The Accessibility for Manitobans Act](#). The current policy reflects the directions and intentions of [Policy ACH: Diversity, Equity & Inclusion](#) for all existing, potential, and future hires in the Louis Riel School Division (Division).
- C. This policy does not modify or supersede the terms of any collective agreement binding the Division. This policy shall be read and interpreted in harmony with the terms of any such collective agreement. In the event that any provision of the policy is found to be inconsistent with the provisions of a collective agreement, the collective agreement will prevail.
- D. The Division will sustain its commitment to excellence and ensure diverse, equitable, and inclusive employment processes for all. The Division is committed to the active recruitment and selection of qualified individuals from diverse backgrounds while affirmatively addressing

¹ Terms appearing in pale blue appear in the Glossary of Terms in the related administrative protocol.

Adopted:	<i>October 17, 2023</i>	Legal References: Canadian Charter of Rights and Freedoms ; Employment Standards Code ; The Accessibility for Manitobans Act
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the historic under-representation among members of certain equity-seeking groups as defined by the Canadian Charter of Rights and Freedoms, including:

- i. Women;
- ii. Indigenous Peoples, including those who identify as members of First Nations, Inuit, and Métis Peoples;
- iii. Persons with disabilities;
- iv. Persons of racialized identities;
- v. Persons of minoritized religious identities;
- vi. Persons of minoritized sexual orientations and gender identities (2SLGBTQIA+ persons) ; and
- vii. Other such groups designated by legislation.

- E. The Division will implement job application processes (job description, posting, etc.) that will promote [diversity, equity, and inclusion](#).
- F. The Division will provide professional learning opportunities for casual and term employees to enhance development and increase potential for permanent employment.
- G. The Division will provide professional learning opportunities for staff on permanent contract to support promotion and retention.
- H. The Division will strive to create inclusive and equitable work environments respectful of the diversity of its employees.

III. PROCEDURES

A. The Superintendent of Schools or designate shall:

- Create a yearly review committee comprised of community and all employee groups, with representation from various equity seeking groups.
- Gather data from employees in accordance with [Policy GBL: Management of Employee Files](#) and [Policy ILC/KCBB – Divisional Data Collection Initiatives: Collection and Use of Information and Data](#).
- Provide professional learning opportunities related to diverse, equitable and inclusive work environments, including employment practices.

B. Divisional and School Based Leaders/Managers/Supervisors shall:

- Implement Policy GBA – Employment Practices: Diversity, Equity, Inclusion Policy, referring to [Administrative Protocol – Employment Practices: Diversity, Equity & Inclusion – Framework for Implementation](#)
- Complete training in diverse, equitable, and inclusive employment practices (i.e., antibias/antiracist/anti-oppressive/cultural competency and decolonization) on a regular basis and as directed.
- Lead professional learning to enhance the capacity of employees from equity seeking groups and to create diverse, equitable and inclusive work environments.

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C. Review Committee shall:

- Review the implementation of this policy in accordance with [Policy ILBA: Review of Divisional Programs](#).

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