

## COACHING ASSOCIATION OF CANADA (“CAC”)

### Equity, Diversity, and Inclusion Policy

Review date	Action	Approval date
June 4, 2020	First draft for review by the CAC Board of Directors. Policy date: May 25, 2020	
Review cycle	Insert expected review cycle	
Every year	Board Review in March 2021, approval June 2021	

#### 1. Definitions

The following terms have these meanings in this Policy:

- a. *“Equity”* demands that each person be judged on their merits, work and potential, and that their individual personal characteristics be accommodated to the degree possible to enable them to contribute, succeed, access and participate in our programs, services, positions, etc.
- b. *“Diversity”* is the practice of welcoming and supporting persons of all backgrounds and characteristics. Diversity demands an active effort to remove any barriers, particularly for persons who have been historically marginalized and excluded based on gender identity, race, sexual orientation, religion and other personal characteristics
- c. *“Inclusion”* is the constant, conscious effort to involve, in all aspects of life at the CAC, persons who might be excluded on the basis of their backgrounds or personal characteristics. It means creating a culture that promotes equity and embraces, respects, accepts and values the different dimensions of people.
- d. *“Intersectionality”* is the intersection of more than one unique and diverse dimension or lived experience; e.g. a woman that has a disability; which further decreases access to participation and opportunities.
- e. *“Priority Groups”* are women, visible minorities, persons with disabilities, Indigenous Peoples, and people that identify with the LGBTQI2S+ community.

#### 2. Scope and Purpose

This Policy applies to all employees, committee members, Board members, and volunteers of the CAC in their respective roles, duties, decision-making and conduct. The broader audience for this Policy includes coaches, athletes, and sport and event participants, who can benefit from the Policy and contribute to building a more inclusive and supportive community. All other CAC policies, rules and practices should be interpreted and applied in keeping with the tenets of this Policy.

As an organization in a diverse and multi-cultural country, CAC embraces Equity, Diversity, and Inclusion. We recognize that it is important to respect and reflect the diversity of experiences, perspectives and backgrounds of people in Canada and reflect that in our workplace and broader community. By leveraging Canada's diversity, we can positively impact the sport community, better develop coaches and athletes, and play an important role in Canada's continued growth and success as a sporting nation.

Our Equity, Diversity and Inclusion Vision is to engage employees, committee members, Board members and volunteers to recognize and implement practices to help build an inclusive sport system, putting diversity into action to help coaches, athletes and communities flourish. We embrace and support our coaches and athletes' differences with a focus on our priority groups. We do this by encouraging Equity, Diversity, and Inclusion in our administration, policies, programs, and activities.

Our policy on Equity, Diversity, and Inclusion is more than "not discriminating" against people. It is progressive action to remove barriers to being part of the organization or the broader sporting community. It is also progressive action to promote the success of people who, based on their backgrounds or personal characteristics, might historically have been excluded or held back.

Our values represent what we stand for and what we expect of one another. Our Aspirational Values are:

- **We Seek to Understand:** Endeavour to know our community. Listen with purpose.
- **We Cultivate Inclusion:** Welcome diversity. Celebrate differences. Nurture a united sport family.
- **We Are Curious:** Innovate for the future of coaching. Continue to learn and grow.
- **We Act with Courage:** Embrace challenges. Take informed risks. Adversity makes us stronger.
- **We Lead and Serve with Gratitude:** Act with a gracious heart. Inspired by the opportunity to shape coaching in Canada.

Anchoring our beliefs about Equity, Diversity, and Inclusion in our values underscores our commitment to full inclusion. The application of this Policy and its success depend upon the commitment and effort of every person to whom this Policy applies.

### 3. Operations and Leadership

As part of its commitment to equitable operations (ensuring everyone has access to the same opportunities), the CAC will strive to achieve the following objectives to reflect the diversity within Canada:

- a. Ensure that priority groups are portrayed equitably in promotional materials and official publications and include a commitment to Equity, Diversity, and Inclusion in job postings and on CAC's website.
- b. Encourage representation of priority groups on the Board of Directors and on all committees.
- c. Handle any instance of workplace harassment, violence or discrimination on the basis of one or more personal characteristics or of any grounds of discrimination prohibited by human rights legislation in accordance with the CAC's Positive Workplace Policy.

### 4. Programming

The CAC will work towards supporting programs that address Equity, Diversity, and Inclusion issues in sport. For example, the CAC will strive to achieve the following objectives:

- a. Build and integrate equitable opportunities as a key consideration when developing, updating, or delivering programs and policies.
- b. Provide opportunities for leadership development for priority groups with a sustainable approach based on resources available.
- c. Ensure individuals are neither disadvantaged nor denied access to programming on the basis of personal characteristics.

## **5. Decision-Making**

- a. The CAC will continue to emphasize and create the conditions for gender parity on its Board of Directors by ensuring that at least 40% of the nominees for appointed positions on the Board of Directors are women.
- b. Examine its policies and decisions to ensure that principles of Equity, Diversity and Inclusion are appropriately applied.
- c. Adopt the necessary practices to prevent discrimination based on personal characteristics or any grounds of discrimination prohibited by human rights legislation.

## **6. Human Resource Management**

As part of its commitment to the use of equitable human resource management practices, the CAC will strive to achieve the following objectives:

- a. Achieve a balanced representation of staff, administrators, and volunteers.
- b. Ensure the workplace environment is a positive space for all stakeholders.
- c. Adopt human resource management practices that do not discriminate based on personal characteristics or any grounds of discrimination prohibited by human rights legislation.

## **7. Employees, Board members, Volunteers**

Every employee, committee or Board member, and volunteer, is expected to:

- a. Review and abide by the law and the CAC's policies.
- b. Participate in educational and training programs about Equity, Diversity and Inclusion.
- c. Assess and modify how they work and make decisions, considering how habits or practices, particularly the impact of unconscious biases, may exclude people from opportunities to contribute and participate.
- d. Explore ways that they personally can open doors for people who have been historically underrepresented, and help the CAC become a more equitable, diverse and inclusive environment.
- e. Help celebrate the CAC's successes in achieving greater Equity, Diversity and Inclusion.
- f. Challenge the CAC to do better, by bringing concerns to the attention of management.

## **8. Ongoing Commitment to Equity, Diversity and Inclusion**

The CAC resolves to continue to incorporate Equity, Diversity and Inclusion matters in its strategies, plans, actions, and operations; including recruitment, employment, accommodation, career and management opportunities, compensation, technical programs, business management, sponsorship, marketing, media and communications.

## **9. Evaluation**

The CAC will continually monitor and evaluate its Equity, Diversity and Inclusion progress to ensure that we meet and exceed legal requirements under human rights legislation, accessibility rules and employment equity, along with government programs mandating diversity among service providers.