

AAAC DIVERSITY POLICY

The AAAC respects people as individuals and values their differences. It is committed to assist in creating a working environment that is fair and flexible, promotes personal and professional growth, and benefits from the capabilities of a diverse membership.

1. Purpose

(a) This policy provides the framework by which the AAAC actively manages and encourages diversity and inclusion across the organisation.

(b) This is an organisational policy only and does not of itself give rise to any cause of action.

(c) This policy should be read in conjunction with the AAAC's:

- i. Constitution
- ii. Code of Ethics
- iii. Code of Professional Conduct

2. Definitions

(a) Diversity refers to the visible and invisible differences that exist between people including (but not limited to) disability, sex, sexual orientation, gender identity and intersex status, age, race, ethnicity, religion, culture, physical impairment and relationship and parental status. Diversity also encompasses the ways people differ in terms of their educational background, life and working experiences, carer responsibilities, socio-economic background and geographical location.

(b) Equity refers to ensuring that everyone is treated in a fair manner according to their individual needs and circumstances and adopting practices which provide everyone with equal opportunities to succeed at work.

(c) Respect refers to treating individuals fairly, respectfully and courteously and ensuring their freedom from harassment and bullying.

(d) Inclusion refers to ensuring that employees and members enjoy equal opportunity without any barriers due to their differences.

(e) Formal equality assumes that equality is achieved if the law treats all people in the same way. However, when individuals or groups are not identically situated (due to factors such as historical disadvantage), the formal equality model may not be sufficient to address discrimination arising from an inequality in circumstances. For this reason, the AAAC supports an approach to antidiscrimination law that focuses on achieving substantive equality, which allows different groups to be treated differently so that they can, in the end, enjoy their human rights equally.

3. Legislation

(a) Australia has obligations under a number of international human rights treaties to take measures to eliminate discrimination including on the basis of age, race, sex, pregnancy, marital status and disability.

(b) The Commonwealth Government has implemented some of these obligations through legislation such as the:

- i. Age Discrimination Act 2004;
- ii. Disability Discrimination Act 1992;
- iii. Racial Discrimination Act 1975;
- iv. Sex Discrimination Act 1984; and
- v. Australian Human Rights Commission Act 1986.

4. Diversity Policy Mission Statement, Vision and Values

(a) The AAAC is committed to promoting diversity, equality, respect, inclusion and substantive equality in the organisation, that values and utilises the contributions of members with diverse skills, backgrounds, experiences and educational levels through improved awareness of the benefits of member diversity and successful management of diversity.

(b) The AAAC aims to create a culture that values, promotes and benefits from gender diversity and equality. We encourage equal rights and opportunities, retention and development of gender diverse talent and to educate our members about gender equality.

(b) The AAAC believes in treating all people with respect and dignity. It strives to create and foster a supportive and understanding environment in which all individuals realise their maximum potential within the organisation, regardless of their difference.

(c) The AAAC recognises that a strong and fair profession is one which comprises, accommodates, encourages and respects a diverse range of individuals and views.

(a) Diversity management benefits the AAAC, its members and the general public as a whole. It recognises that each person brings their own unique capabilities, experiences and characteristics to their work. It values such diversity at all levels of the organisation in all that it does.

(b) The AAAC recognises the importance of reflecting the diversity of the profession in our membership.

5. Practices

(a) The AAAC will:

- i. promote and encourage a diverse member base and representation by fostering an environment of mutual learning, respect and appreciation of differences; and
- ii. seek to ensure its business practices and processes do not prevent equal opportunity within the organisation.

(b) Recruitment and membership

- i. The AAAC is committed to encouraging the best people to do the best job possible regardless of disability, sex, sexual orientation, gender identity and intersex status, age, race, ethnicity, religion, culture, physical impairment, relationship and parental status or any other attribute.
- ii. The AAAC follows a fair hiring and membership application process in which all candidates are considered on the basis of their skills, qualifications and abilities.
- iii. The AAAC will offer flexible work arrangements and consider issues of diversity regarding expectations of the relevant role, and selection and appointment processes to ensure there is no direct or indirect discrimination throughout the process.
- iv. The AAAC will seek advice where applicable from relevant experts and representative bodies such as disability support agencies or Indigenous organisations to improve its workplace practices.
- v. The AAAC is committed to ensuring the membership and leadership of its Committees and Working Groups reflect a diversity of backgrounds, knowledge, experience and abilities.

(c) Development

- i. The AAAC encourages the advancement of its members and employees, equal access to professional development opportunities, and training and educational programs.
- ii. The AAAC will recognise members and employees based on their performance and merit.
- iii. The AAAC strives to enhance members and employees' opportunities for success and will move to specifically address any areas for improvement that are identified.
- iv. The AAAC endeavours to encourage all members to undertake regular compliance training in relation to legislative and other responsibilities relating to anti-discrimination, workplace harassment and bullying and equal employment opportunity in the workplace

(d) Discrimination, Harassment and Bullying Policy.

- i. The AAAC will endeavour to ensure there is no direct or indirect discrimination towards or against members or employees of particular diverse backgrounds regarding the remuneration they receive for their work.

- ii. The AAAC will recognise and reward the achievements of its members and employees based on their performance and merit. Performance review processes will be applied consistently to employees in relation to reviews of their performance.

(c) Flexible work arrangements

- i. The AAAC recognises the value of providing flexible work arrangements for employees to balance personal and work responsibilities and has an established framework in place which enables flexible work arrangements.

(d) External communication and interaction

- i. The AAAC will consider how it can most effectively reach a diverse audience, including through its website, social media, use of plain language and participation in conferences, meetings and other forums.
- ii. The AAAC will endeavour to host events that are physically accessible and timed in a way that accommodates the needs of a diverse range of individuals.

6. Responsibilities of Contact Officers

(a) The AAAC's Contact Officers are:

- i. Chairman;
- ii. Vice Chairman;
- iii. Secretary;
- iv. Executive Committee

(b) A Contact Officer should:

- i. act as a point of contact for enquiries, in addition to the employee's immediate supervisor
- ii. provide information to members and employees on preventing discrimination, harassment and bullying; and
- iii. provide information for members and staff on processes available to resolve complaints.

7. Monitoring and Review

(a) The AAAC will:

- i. monitor and amend this policy from time to time as required to determine its continued effectiveness;
- ii. encourage members and employees to provide feedback on the policy; and
- iii. ensure the policy is subject, but not limited, to regular review and reporting through Executive and members meetings as required.