

CALGARY UNITED SOCCER ASSOCIATION
GOVERNANCE POLICY
Diversity, Equity, and Inclusion Policy
GP005

Overview:

Calgary United Soccer Association (CUSA) is committed to encouraging diversity, equity and inclusion in its administration, policies, programs, and activities. The purpose of this Policy is to ensure that the Organization provides Under-Represented Groups with a full and equitable range of opportunities to participate and lead.

Definitions

1. Terms in this Policy are defined as follows:

- a) **Organization** - Calgary United Soccer Association (CUSA).
- b) **Membership** – All members registered with CUSA.
- c) **Diversity** – the presence and integration of a variety of individuals with different personal characteristics, particularly Under-Represented Groups, in a group or organization.
- d) **Equity** – fairness afforded to individuals with diverse personal characteristics regardless of those characteristics.
- e) **Inclusion** – acceptance of individuals with diverse personal characteristics into a group or organization regardless of those characteristics.
- f) **Under-Represented Groups** – Under-Represented Groups include women, individuals who identify as Black, Indigenous, or people of colour (BIPOC), children in low-income families, seniors, people with disabilities, newcomers to Canada, and members of the Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer or Questioning and additional sexual orientations and gender identities (2SLGBTQ+) community.

General

2. The Organization will:

- a) Provide this Policy to staff, Directors and Membership, and provide education on the importance of diversity, equity, and inclusion and what this entails in terms of practices, policies, procedures and norms of behaviour.
- b) Provide registration forms and other membership-related documents that allow:
 - i. the individual to indicate their gender identity and expression, rather than their sex or gender.
 - ii. the individual to abstain from indicating a gender identity with no consequence to the individual.
 - iii. the individual to indicate their pronoun(s); and
 - iv. the individual to indicate their preferred name.
- c) Maintain organizational documents and the Organization’s website in a manner that promotes inclusive language and images.
- d) Refer to individuals by their preferred name and their pronoun(s).

- e) Work with Under-Represented Groups on the implementation, monitoring and/or modification of this Policy.
- f) When the Organization has the authority to determine participants' use of washrooms, change rooms, and other facilities, the Organization will permit individuals to use the facilities of their gender identity.
- g) Ensure uniforms and dress codes that respect an individual's gender identity and gender expression.
- h) Support inclusion, equity, and access for all Under-Represented Groups.
- i) Exercise influence with external and partner agencies to promote and champion equity.
- j) Continue to include and revise, when needed, protection policies for all Under-Represented Groups in the *Discipline Code*, *Social Media Code of Conduct*, *Code of Conduct* and all bylaws.

Programming

3. The Organization is committed to creating and supporting programs that address diversity, equity, and inclusion issues in sport. The Organization will:
 - a) Educate the Membership on equity, diversity and inclusion and on this Policy.
 - b) Ensure that the achievement of equitable opportunities is a key consideration when developing, updating, or delivering the Organization's programs and policies.
 - c) Ensure that individuals from Under-Represented Groups have no barriers to participation in the Organization's programs, training, and coaching opportunities.
 - d) Create and support new programming that specifically addresses diversity, equity, and inclusion.
 - e) Monitor and evaluate the success of its diversity, equity, and inclusion programming on an annual basis.
 - f) Fund programs and services equally.
 - g) Encourage Under-Represented Groups to act as role models for young participants.
 - h) Create special opportunities to advance the number and levels of women in coaching.
 - i) Create special opportunities for participation from members of the 2SLGBTQ+ community.
 - j) When planning educational sessions, consider a balance of presenters from all gender identities.

Staff, Board of Directors, Committee

4. The Organization will:
 - a) Strive to achieve gender balance in the appointment of all committees, task forces and other decision-making or decision-influencing bodies, and in seeking nominations for and appointments to the Board.
 - b) Include gender equity as a stated value that is accepted and promoted on nominating and selection committees.
 - c) Ensure equal opportunities exist for all staff to receive professional development to move towards senior levels of decision-making.
 - d) Develop, update and deliver all policies, programs and services ensuring the concerns and needs of Under-Represented Groups are identified, promoted and supported.

- e) Deal with any incidence of discriminatory behaviour according to the *Code of Conduct and Ethics and Discipline and Complaints Policy*.

Media Relations

5. The Organization will:

- a) Strive to ensure that Under-Represented Groups are portrayed equitably in promotional materials and official publications, and that gender-neutral language is used in all communications.
- b) Produce all written and visual materials in a gender-inclusive manner.
- c) Increase visibility of 2SLGBTQ+ policies and initiatives on the main webpage.
- d) Develop a communication plan that strives to give media visibility to Under-Represented Groups.
- e) Use gender-appropriate or gender-neutral language and positive, active visuals in all publications, graphics, videos, posters and on websites.

Human Resource Management

6. As part of its commitment to the use of equitable human resource management practices, the Organization will:

- a) Adopt, when possible, work practices such as flex time, job-sharing and home-based offices.
- b) Provide a physically accessible workplace environment.
- c) Ensure a non-smoking environment.
- d) Use non-discriminatory interview techniques.
- e) Provide opportunities for all staff to advance to senior decision-making levels and receive equitable remuneration.
- f) Publicly declare the Organization to be an equal opportunity employer and respect and implement the principle of pay equity in relation to salaried and contract employees.
- g) When appropriate, make available access to Employee Assistance counselling.

Ongoing Commitment to Inclusion, Diversity and Equity

7. The Organization resolves to continue to incorporate inclusion, diversity, and equity matters in its strategies, plans, actions, and operations, including technical programs, business management, sponsorship, marketing, media, and communications.

Evaluation

8. The Organization will continually monitor and evaluate its inclusion, equity, and diversity progress.