

Thornhill United Church Policy

Employment Equity

Adopted by TUC Council: May 2024

Replaces previous version: 2020

Purpose

The Employment Equity Act (1995) is a federal legislation that aims to provide equal workplace opportunities to people from four designated groups: “Women, Aboriginal peoples (for the purposes of the United Church of Canada’s policy, the church uses the term “Indigenous Peoples”), persons with disabilities and members of visible minorities (for the purposes of the United Church of Canada’s policy, the church uses the term “Racialized peoples”).

In keeping with the Act, The United Church of Canada’s Employment Equity policy documents the ways in which the United Church strives to address issues of systemic discrimination and inequity for these four federally designated groups, as well as people of all identities, so as to reduce barriers in our places of work for all.

Thornhill United Church (TUC) accepts and supports the United Church of Canada (UCC) Employment Equity Policy dated May 2023. A copy of this document can be found on the website www.united-church.ca.

Definitions can be found in the *Appendix*.

Policy

TUC is committed to creating an equitable and just workplace in the calling, appointment, development, and advancement of staff.

Recruitment, employment, development and policies shall be as free as possible from both systemic and institutionalized barriers.

Women, Indigenous people, people with disabilities, and members of visible minorities are entitled to be considered for employment, hired, treated, trained, and promoted in a way that is free of barriers, including systemic and deliberate practices and policies that discriminate against them.

Procedures

1. **Position Descriptions:** The Ministry and Personnel Committee will ensure that the competencies and qualifications required to perform the position satisfactorily form part of position descriptions and are bona fide requirements that do not preclude specific groups. These position descriptions will also include clear statements that reference the church’s various commitments to equity, anti-racism and anti-oppression.
2. **Reasonable Accommodation:** In keeping with our duty to accommodate, TUC will provide reasonable accommodation to applicants, candidates and employees, when requested.
3. **Selection Process:** Selection will be based on the principles of merit, fairness and equity.

4. **Compensation:** Existing and new employees will be compensated in a systematic and fair manner.
5. **New Hires:** Demographic statistics on new hires, relevant to meeting employment equity standards, will be collected to assist the United Church in capturing data which will better inform the organization's commitments to meet workplace equity and diversity.

Education

Staff and volunteers of TUC will be encouraged to review training materials developed by UCC and designed to assist in recognizing and responding to issues surrounding, but not limited to:

- Anit-Racism and Racial Justice
- Disabilities
- Indigenous Church
- Workplace Discrimination, Harassment, Violence Response
- Sexual Orientation and Gender Identity.

Confidentiality

All information gathered for the purposes of employment equity is kept confidential, accessible only to the Ministry and Personnel Committee and to UCC upon request to monitor success in the implementation of the Employment Equity Policy.

APPENDIX: DEFINITIONS

Source: United Church of Canada Employment Equity Policy May 2023

The following definitions are as used by the Government of Ontario:

Employment Equity: “encourages the establishment of working conditions that are free from barriers, seeks to correct conditions of disadvantage in employment, and promotes the principle that it requires special measures to accommodate differences for the four (4) designated groups in Canada.”

Reasonable Accommodation: “employers and unions, housing and service providers have a legal duty to accommodate the needs of people because of their gender identity or gender expression, unless it would cause undue hardship. The goal of accommodation is to help everyone have equal opportunities, access and benefits.”

Designated Groups: “refer to Women, Aboriginal peoples, persons with disabilities and members of visible minorities.”

Women: “the category of women includes people who identify as cisgender and trans.”

Aboriginal peoples: “persons who are Indians, Inuit or Métis” (For the purposes of the United Church of Canada’s policy, the church uses the term “Indigenous Peoples”; peoples who have inhabited territories since before the arrival of colonizers — First Nations, Métis, and Inuit.).

Persons with disabilities: “persons who have a long-term or recurring physical, mental, sensory, psychiatric or learning impairment; and who consider themselves to be disadvantaged in employment by reason of that impairment, or believe that an employer or potential employer is likely to consider them to be disadvantaged in employment by reason of that impairment, and includes persons whose functional limitations owing to their impairment have been accommodated in their current position or workplace.”

Disability: a) any degree of physical disability, infirmity, or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, include diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device; b) a condition of mental retardation impairment or a developmental disability; c) a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language; d) a mental disorder; or e) an injury or disability for which benefits are claimed or received under the workplace injury or illness insurance plan established by the applicable province.

Members of visible minorities: “persons, other than Aboriginal peoples, who are nonCaucasian in race or non-white in colour” (For the purposes of the United Church of Canada’s policy, the church uses the term “Racialized People”; this term is commonly used instead of “racial minority,” “visible minority,” “person of colour,” or “non-White.”)