



## INCLUSIVENESS AND DIVERSITY POLICY & GUIDELINES

Adopted by the Nebraska Community Foundation Board of Directors

August 25, 2017

As Nebraskans, we value responsibility and hard work, opportunity and fairness, and neighbors helping neighbors. Based on these values, Nebraska Community Foundation (NCF) has developed this Inclusiveness and Diversity Policy & Guidelines.

### **Community Benefit**

In a rapidly changing world, successful communities require leadership that is equipped with the skills of engaging diverse community members, working across differences, and creating a welcoming community. Diversity and inclusiveness have many benefits to communities including:

- increased innovation and entrepreneurship
- creating a culture of trust and respect
- retaining and recruiting a competitive workforce
- fostering a strong sense of belonging in the community

Diversity and inclusiveness are essential components in achieving Nebraska Community Foundation's mission of helping Nebraska communities build a better future.

### **Inclusiveness & Diversity**

NCF is an inclusive organization. We are a learning-centered organization that values the perspectives and contributions of all people in the communities we serve. NCF incorporates the needs, assets, and perspectives of all parts of the community into the design and implementation of inclusive programs, strategies, and affiliated fund grantmaking. As an inclusive organization, NCF and its affiliated funds will recruit and retain diverse staff, board members, fund advisory committee members, and other volunteers to reflect the composition of the communities we serve.

NCF is committed to diversity. Diversity includes all the characteristics, experiences, and cultural influences that make each of us unique. This includes differences in styles, ideas, talents and unique capabilities of community members. Other examples include age, color, disability, ethnicity, family or marital status, gender identity, language, medical condition, national origin, occupation, physical and mental ability, political affiliation, race, religion, sex, sexual orientation, socioeconomic status, and veteran status.

NCF's inclusiveness and diversity policy is applicable to our whole organization, including affiliated funds. It applies to hiring, promoting, and developing staff; recruitment of board members; affiliated fund advisory committee member and volunteer selection; affiliated fund strategies for leadership development, communication, and community impact; fund development; and grantmaking.

### **Responsibilities of NCF and Affiliated Funds**

Rural Development Philanthropy (RDP) includes several characteristics that, when put into practice, embed inclusiveness in the actions of NCF and its affiliated funds. These include:

- Seek, respect, and listen to voices within all cultures and classes in order to build a more just community
- Actively engage those who are most often left out of decision-making

- Work to ensure that power and decision-making are in the hands of all those affected by the decision
- NCF will take actions, including the following, to practice inclusiveness and diversity:
  - Provide training for the NCF board and staff
  - Provide educational resources for donors and affiliated fund volunteers
  - Embed inclusiveness and diversity into training and tools for affiliated funds
  - Consider this Policy when identifying and recruiting new staff, board members, and volunteers

Fund advisory committees (FACs) will take appropriate action to ensure that they are incorporating the values of inclusiveness and diversity into their work and will review this Policy at least annually. FACs will:

- Consider this Policy when identifying and recruiting new FAC members and other volunteers
- Incorporate this Policy as part of new FAC member orientation
- Consider this Policy in the development and implementation of strategies for leadership development, communication, and community impact; and in fund development and grantmaking.

### **Personnel Policies**

Inclusiveness and diversity are key in complying with employment law. The information below is excerpted from the NCF Personnel Policies & Guidelines.

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at NCF will be based on merit, qualifications, and abilities. NCF does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, sexual orientation, gender identity, marital status, pregnancy, genetic information or any other characteristic or status protected by applicable federal, state, or local law.

NCF desires that its workforce is representative of the composition of the labor force in the State of Nebraska. It strives to take affirmative action to accomplish this objective.

NCF is committed to complying with the Americans with Disabilities Act and ensuring equal opportunity in employment for qualified persons with disabilities. NCF conducts its employment practices and activities on a non-discriminatory basis.

NCF is committed to employing only United States citizens and others who are authorized to work in the United States. NCF is committed to not unlawfully discriminate on the basis of citizenship or national origin.