

Workforce Diversity Summary

A key component of any workforce plan is the inclusion of a diversity plan that will outline the strategies an organization is going to take to ensure that workforce is reflective of the community and customer base being served. Having a workforce made up of a representative mix of the community, including people with disabilities, older and younger employees and culturally and linguistically diverse people, is one that has the potential to be more responsive to the City's residents and customers.

The Workforce Diversity Summary is designed to assist Departments in assessing the workforce's current diversity and how to look at how it may have changed over time by comparing report results for different points in time.

Potential Uses

Potential uses for this report include but are not limited to:

- Identification of under-representation of protected class groups within the City, specific departments, divisions, etc. by job classification or occupational grouping (i.e. EEO 4 Category or Job Group)
- Assist in the development of departmental diversity goals and the workforce plan section of the business plan
- Identify where the development of specific targeted recruitment plans and initiatives are needed before opening a position for application
- To be used by policy makers as an input into performance reviews of department heads
- To be used by department heads as an input into the performance reviews of their division directors and hiring managers
- Completion of trend analysis to see where changes in the workforce have occurred over time and where continued or more focused efforts are needed.

About the Information

The report includes only primary jobs (not detailed assignments) for "active" full-time regular and seasonal employees. Temporary and part-time or intermittent employees are excluded. "Active" is defined as all employees currently working for the City, on a leave of absence, or in suspended status (e.g. disciplinary suspension or on layoff)

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