


# CITY COMMISSION POLICY

<b>GRAND RAPIDS</b>  <b>MICHIGAN</b>	<b>NUMBER:</b> 600-11	<b>HISTORY</b>	
	<b>DATE:</b> June 18, 1991	<b>FILE #</b>	<b>DATE</b>
	<b>FILE NUMBER:</b> 54797	75998	3/13/07
	<b>DEPARTMENT:</b> Equal Opportunity	77591	9/16/08
		85077	10/27/15

**SUBJECT:** WORKFORCE DIVERSITY

**PURPOSE:** To provide for equal employment opportunities and non-discriminatory practices in all employment processes and practices of the City of Grand Rapids.

**POLICY:**

The City of Grand Rapids has been and shall continue to be an equal opportunity employer. No employee or applicant for employment shall be discriminated against because of race, color, creed, religion, national origin, ancestry, age, gender, marital status, disability, height, weight, sexual orientation or gender identity.

The City of Grand Rapids is committed to creating a racially, ethnically religiously and culturally diverse and fully inclusive workplace that strengthens our organization and enhances our ability to adapt to change. We are committed to developing and maintaining the following:

- an organization-wide understanding and acceptance of the purpose and reasons for diversity and inclusion;
- recruitment and retention policies that assure a racially, ethnically, religiously and culturally diverse workforce;
- a workplace environment that is welcoming and supportive of all;
- awareness, understanding, and education regarding diversity and inclusion issues;
- zero tolerance for expressions of discrimination, bias, harassment, or negative stereotyping toward any person or group; and
- a workforce ethic that embraces diversity and inclusion and makes it the norm for all interactions.

This Policy has the following objectives:

1. Promote equal employment opportunity by respecting and valuing diversity in all employment matters without regard to race, color, creed, religion, national origin, ancestry, age, gender, religion, marital status, disability, height, weight, sexual orientation, gender identity or any other extraneous consideration not directly and substantively related to effective job performance.

# CITY COMMISSION POLICY

NUMBER: 600-11

Page 2 of 2

2. Promote nondiscrimination by identifying and dismantling barriers to employment, monitoring employee selection practices, developing strategies to enhance recruitment and outreach to all perspective applicants and training employees in nondiscriminatory, uniform employee selection procedures.
3. Prepare and present a report to the City Manager and City Commission on the City of Grand Rapids Workforce Diversity and Equal Employment Opportunity efforts. The report shall be prepared by the Diversity and Inclusion Office and shall include but not be limited to a workforce analysis of each functional group and department by race, gender, ethnicity and job classification, reflecting all new hires, promotions, demotions, transfers, layoffs, separations and diversity achievements.
4. It is the duty and obligation of all employees to support and aid in the implementation of the Workforce Diversity Policy.