



CSJ Equity Strategic Action Plan 2022-23

1. CSJ will have an anti-biased, transparent, and inclusive **process for recruiting, hiring, and retaining** staff and volunteers of different cultures and views for roles across the organization

2. The CSJ community will have an anti-biased, transparent, and inclusive **process for engagement and relationship-building, invitation, admission, retention and inclusion** of Consociates, Sisters, St. Joseph Workers, Friends of St. Joseph, and Agrégées of different cultures and views.

3. CSJ will **routinely gather input from diverse stakeholders** including Sisters, Consociates, Agrégées, Staff, Volunteers, Friends, Partners, Clients/Program Participants, Vendors, and Others

4. CSJ will respectfully **acknowledge the different cultural aspects** of its staff, volunteers, customers, visitors and neighbors to ensure a mutually beneficial partnership that serves the mission

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<ol style="list-style-type: none"> 1. Ask staff to voluntarily add their genders, ethnicity and disability status to Paylocity for accurate data reporting 2. Ask volunteers to voluntarily add their genders, ethnicity and disability status for accurate data reporting 3. Use gathered employee and volunteer data to understand the current status of the diversity within both groups. 4. Create employee and volunteer development program studying bias in employment with an emphasis on developing healthy relationships and interaction in the workplace 5. Documentation in job postings, job descriptions, volunteer requests, employee handbook etc. <ul style="list-style-type: none"> • Remove gender bias language • Use inclusive language, when possible • Add EEO / Diversity Statement on job postings and descriptions 6. Create a development plan to support initial and ongoing education for persons involved in employee recruiting, hiring, and retention. 7. Create a development plan to support initial and ongoing education for persons involved in volunteer recruiting, hiring, and retention 	<ol style="list-style-type: none"> 1. Designate a contact point in the CSJ community for those forms of association that currently do not have staff representation (Friends of St Joseph, Agrégées] for communication, accountability, and transparency. 2. Collect best practices for equity in engagement and relationship-building, invitation, admission, retention and inclusion from other organizations. 3. Create a map that details the existing engagement and relationship-building, invitation, admission, retention, and inclusion processes for Consociates, Sisters, Friends of St. Joseph, St. Joseph Workers, Partners in Ministry, and Agrégées. 4. Using the information gained from milestones #2 and #3, create a plan to make improvements and include an implementation timeline and annual evaluation. 5. Create a guide for culturally competent communication to be integrated into our websites, promotional materials, social media and other public facing communications. 6. Establish a group to develop a community practice that will help individual members cultivate curiosity, respect, and care for persons of all cultures in our community and cultivate skills to call one another to account with care when necessary. 	<ol style="list-style-type: none"> 1. Implement an annual survey for stakeholders to evaluate feelings of inclusion or separation in the CSJ community. 2. Set up a process to measure and evaluate feelings of inclusion of participants in all its activities. I.e., after an art show, Galas, & Follow up with one-on-one interviews. 3. Develop a team to Review survey results. Celebrate good results and develop a plan for improving poor ones. Develop a committee of existing stakeholders that will be responsible to move this. 4. Share common newsletter with all stake holders, feature a voluntary “get to know me” segment. possibly in “Together” 5. Continuation of the CSJ 101 gatherings or similar informational sessions, but to a larger audience. Intentionality around invitation and language used. 	<ol style="list-style-type: none"> 1. Articulate how the charism and mission guide this work in all aspects of the CSJ Community. 2. Create a new position to promote shared learning/access across internal and external divides. 3. Develop cultural competence of the CSJ Community, to promote more productive and equitable conversations to learn about assets of internal and external people. 4. Gather information to help create sustainable relationships with Black, Indigenous, Latinx, Asian and other marginalized/oppressed persons -- beginning with identifying existing relationships, learning about cultures and how to develop effective partnerships 5. Investigate ways to include and listen to the voices and presence of Black, Indigenous, Latinx, Asian and other marginalized persons in leadership positions 6. Create new position and communication plan to provide access to underserved and underrepresented communities