

# DIVERSITY AND INCLUSION POLICY

<b>Subject</b>	Diversity and Inclusion Policy
<b>Level</b>	Governance
<b>Responsibility of</b>	Director People and Organisation
<b>Owner/Approver</b>	Trust Board
<b>Contact</b>	Catherine Smith
<b>Approval Date</b>	2022
<b>Next Review</b>	2024

## 1. Introduction

Tāmaki Paenga Hira Auckland War Memorial Museum’s commitment to diversity and inclusion is at the heart of our mission - Tui Tui hono tangata, whenua me te moana - Connecting through sharing of stories of people, lands and sea.

### 1.1. Purpose

Connecting with people is about social inclusion. The purpose of this policy is to ensure that the Museum is open to all, with as many voices and views embraced as possible who can participate fully and feel they belong.

These commitments are also deeply embedded in our Values - Relevant, Connected, Innovative, Respectful, Inspired and our Guiding Principles - Manaakitanga, Kaitiakitanga, Mana whenua.

### 1.2. Scope

This policy applies to all workers of the Auckland War Memorial Museum (Auckland Museum).

Workers are defined as being current employees (part and full time), those working from home, contractors, people seconded to the Museum, volunteers and those who hold an interest in the management and governance of the Museum.

Some parts of this policy also impacts our key relationships when assessing our cultural alignment with external stakeholders and partners.

### 1.3. Objectives

Our values guide our behaviour and our guiding principles describe our fundamental beliefs. Together they represent our organisational identity and culture, the expectations we have for ourselves and each other and guide our day- to-day decisions. At Tāmaki Paenga Hira, it is our objective through this policy to being relevant to and inclusive of our many communities and diverse audiences and to being a great place to work.

## **2. Diversity & Inclusion Policy Statements**

Tāmaki Paenga Hira Auckland War Memorial Museum is committed to ensuring that the unique qualities and strengths of individuals are valued and strives to provide an environment where all of our people feel free to bring their whole selves to work. This means feeling comfortable that their unique backgrounds and characteristics will be accepted and respected by their work colleagues and valued by the Museum.

## **3. Diversity & Inclusion Policy Criteria**

The Auckland Museum will create an inclusive environment through:

- adding to, nurturing and developing the collective relevant skills, and diverse experience and attributes of its people
- being relevant, inclusive and accessible to our many communities and diverse audiences
- ensuring that the Museum’s culture and management systems are aligned with and promote the attainment of diversity and inclusion
- providing an environment where discrimination is not acceptable and in which all people are treated with fairness and respect, and have equal opportunities available at work
- ensuring that all staff receive equal and fair treatment under our employment policies and practices, so all can reach their potential on merit, unhindered by individual differences
- including Diversity and Inclusion as one of the factors that will be used to assess the alignment of stakeholders (e.g. vendors, potential partners, etc.) with our culture
- having measurable Diversity and Inclusion objectives (recommended by the Executive Committee to the Trust Board) and annually assessing the Museum’s progress towards achieving them

## **4. Authorities / Approval Process**

The Trust Board is the owner of this Policy and is responsible for approving any amendments.

## **5. Review Process**

This policy will be reviewed on a two-year cycle.

**Approved by the Trust Board – 23 June 2022**

## **APPENDICES**

## **ASSOCIATED DOCUMENTS**