

Employment Equity Facilitator Program

McMaster University recognizes and acknowledges that it is located on the traditional territories of the Mississauga and Haudenosaunee nations, and within the lands protected by the “Dish with One Spoon” wampum agreement. The diversity of our community and our workforce is at the core of our innovation and creativity and strengthens our research, teaching and service excellence, as well as our broader learning environment. In keeping with its Statement on Building an Inclusive Community with a Shared Purpose, McMaster University strives to embody the values of respect, integrity and collaboration, and therefore has a strong commitment to diversity, employment equity and inclusive excellence.

Program Purpose

The [Employment Equity Facilitator Program](#), overseen by the Employment Equity Specialist (Human Resource Services) and supported by the Equity and Inclusion Office, has been established to train, support and coordinate a decentralized McMaster faculty members and staff hiring managers who will facilitate the advancement of institutional and Faculty/Departmental employment equity¹ priorities and goals, including the development and implementation of employment equity plans as outlined in McMaster’s [Employment Equity Framework](#) and [Equity, Diversity and Inclusion Action Plan](#).

Facilitator Role

Employment Equity Facilitators will:

1. Primarily, participate on search committees as knowledgeable sources of information concerning employment equity and as process consultants, facilitating discussion about employment equity principles and best practices;
2. Secondarily, as time and interest permit and in consultation with the Dean/Department Head, contribute to advancing employment equity priorities within Faculty/Department, such as: identifying related Faculty/Department training needs; supporting work to develop and implement employment equity plans; and assisting to raise awareness about and promote employment equity.

Training and Support

All Employment Equity Facilitators will be provided training and support, and they are expected to:

- Attend a full-day orientation training session;
- Attend a half-day community of practice forum; and
- Read occasional Employment Equity Facilitator information briefs sent by email.

The Employment Equity Specialist (Human Resource Services) and the Equity and Inclusion Office will work closely and collaboratively with Employment Equity Facilitators through training, ongoing skill-building, and general effective execution of their roles.

¹ In accordance with the Federal Employment Equity Act, McMaster commits to demonstrating efforts to eliminate employment-related barriers and to enhance the recruitment, retention, promotion and advancement, of federally designated equity-seeking groups: Indigenous peoples (First Nations, Métis or Inuit), racialized persons, disabled persons or persons with disabilities, and women. Recognizing that persons who identify as LGBTQIA+ also experience employment barriers, McMaster has expanded our commitment to promote employment equity for members of the LGBTQIA+ community.

Expression of Interest Form

Faculty members and staff hiring managers interested in acting as Employment Equity Facilitators will ideally possess the following:

- An ability to foster respectful and inclusive environments
- Familiarity with concepts of equity, inclusion, accessibility and accommodation
- Experience working with people of diverse perspectives, backgrounds and experiences
- Experience undertaking initiatives to advance equity and inclusion
- Familiarity with employment-related effects of unconscious bias and systemic barriers
- Familiarity with relevant legislation and institutional policies related to Human Rights, Discrimination and Harassment, Employment Equity and Accessibility.

Faculty and Staff hiring managers interested in the role of Employment Equity Facilitator and who have or are keen to develop the capabilities listed above, are invited to complete and submit this Expression of Interest Form [Online](#), or via email to the Employment Equity Team at hr.empequity@mcmaster.ca.

This information will help us to better understand the level of experience and skill among the team of Facilitators and to plan ongoing training and support activities accordingly.

1. Are you a: faculty member OR staff hiring manager

2. What is your name and position:

3. What is the name of your endorsing Dean or Department Head?

4. In the space below, briefly list any relevant experience undertaking equity, diversity and inclusion initiatives (at a university, other professional setting, or in community).

5. In the space below, briefly describe any capabilities (attitudes, knowledge, skills) you currently have, or which you would like to develop, to support your success in this role?

Diversity Counts: Understanding the diversity of our workforce is one way to assess our progress on employment equity goals. You are invited to complete or update McMaster's **voluntary [Diversity Counts Employment Equity Census](#)**. Survey responses are confidential and reported only at the aggregate level.