

## GETTING STARTED ON CREATING A DIVERSE AND INCLUSIVE WORKPLACE

### 1. Create Leadership Buy-In:

- **Business Case for Hiring People with Disabilities**

[http://www.esdc.gc.ca/eng/disability/consultations/rethinking\\_disabilities.shtml](http://www.esdc.gc.ca/eng/disability/consultations/rethinking_disabilities.shtml)

<http://www.diversityjournal.com/13968-disabilities-13968/>

<http://earn-paire.ca/>

- **Expand Your Definition of Diversity and Inclusion**

People with disabilities are also part of a diverse workforce. About 1 in 7 people in Ontario have some form of disability and this number is expected to grow. Inclusive recruitment strategies ensure employers have access to an educated, motivated and talented pool of potential employees. Intersectionality between different equity groups can happen too. For example someone with a disability may also be a woman, a visible minority, a member of the LGBTQ community, etc. A diverse and inclusive workforce benefits everyone!

### 2. Review Your HR Practices:

- **Employment Standards (AODA)**

<https://www.ontario.ca/page/accessibility-laws>

<http://accessforward.ca/>

<http://www.theaccessibilityhub.ca/the-aoda/>

<https://www.hrpa.ca/for-the-public/accessibility-resources>

- **Is Your Hiring Process Inclusive?**

<http://www.conferenceboard.ca/e-library/abstract.aspx?did=7159>

<http://hrcouncil.ca/hr-toolkit/diversity-recruitment.cfm>

<http://inclusionnl.ca/inclusive-workplaces/hiring-practices/>

- **Are Your On-Boarding Practices Inclusive & Accommodating?**

Conference Board of Canada Toolkit (Chapter 4)

<http://www.conferenceboard.ca/e-library/abstract.aspx?did=7159>  
[https://www.hrpa.ca/for-the-public/disability-management-\(nidmar\)](https://www.hrpa.ca/for-the-public/disability-management-(nidmar))

### 3. Create an Inclusive Culture within Your Organization:

- **HR Council**

<http://hrcouncil.ca/hr-toolkit/diversity-supportive-environment.cfm>

- **Graybridge Malkam Diversity Mentoring**

<http://graybridgemalkam.com/courses-workshops/diversity-inclusion/diversity-mentoring>

- **Human Resources Professional Association**

<https://www.hrpa.ca/for-the-public/mental-health-resources>

- **Disrupting Unconscious Bias**

<http://graybridgemalkam.com/courses-workshops/diversity-inclusion/unconscious-bias-understanding-our-brains-processes-bias>

<http://graybridgemalkam.com/resources/white-paper-unconscious-bias>

### 4. Connect to Local Resources for Ongoing Talent Needs:

- **Customized Recruitment Activities and Events Through EARN and Service Providers Who Can Support Your Talent Needs:**

<http://earn-paire.ca/>

### 5. Understand That The Journey Continues:

- **Don't Wait For The Perfect Position**

Companies often say they are committed to hiring people with disabilities when they can identify the right roles or when they are 'ready'. There's no particular area where a person with a disability can work. From CEO to mailroom, there are as many roles as there are people. If you are reading this document – your organization **IS** ready! If you are attending this event today, your organization **IS** ready! Jump In!

- **Think Outside The Elevator**

Corporations often believe that accessible entrances, ramps and elevators determine inclusivity. But only 6% of the disability community actually uses a wheelchair or scooter. Many people require no accommodation at all; inclusion starts with changing attitudes. Continue to ask your organization: How are we doing? Where are our gaps? Celebrate Successes! Look for creative solutions. Engage, network and become part of organizations that will lead you to where the talent is – Organizations like EARN!

## 6. Use Tools and Resources:

- **Employment Accessibility Resource Network (EARN)**

<http://earn-paire.ca/>

- **Canadian Business SenseAbility**

<https://www.senseability.ca/>

- **Conference Board of Canada Toolkit**

<http://www.conferenceboard.ca/e-library/abstract.aspx?did=7159>

- **ODEN**

<http://odenetwork.com/>

- **AODA**

<https://www.ontario.ca/page/accessibility-laws>

These are only some examples to get you started. For more information on how EARN can help, please contact us at: <http://earn-paire.ca/contact-us/>