

Equality, Diversity and Inclusion Policy

The ILM is committed to actively promoting equal opportunities, diversity and equity. We operate a zero-tolerance approach towards discrimination and seek to create an inclusive culture where everyone can reach their full potential.

The ILM as an organisation seeks to ensure that individual contributions are encouraged and valued, recognising the significant benefits that can be achieved from a diverse workforce and membership community.

Our policy is designed to support and promote equality, diversity and inclusion, and to ensure that everyone is offered the same opportunities in all aspects of activity including recruitment, training, and promotion, regardless of their: race, nationality or ethnic origin; religion or belief; gender identity, reassignment or expression; sex; sexual orientation; marriage or civil partnership; pregnancy or parenthood; age; disability (protected characteristics), or any other characteristic unrelated to an individual's aptitudes, abilities and performance. The ILM is opposed to all forms of unlawful and unfair discrimination.

Recruitment

The ILM is committed to being an equal opportunities employer and an employer of choice. Our aim is to create a working environment conducive to the achievement of the ILM aims, and reflecting its mission and values of being Ambitious, Collaborative, Knowledgeable and Kind.

The ILM will take every possible step to ensure that decisions relating to recruitment, selection, training, conditions of work, pay and benefits, promotion, career management and every other aspect of employment are justifiable and based solely on objective criteria.

All employment policies and procedures within the ILM are based on best practice and ensure that the organisation operates at all times within a legal framework. Policies are designed to meet the overall needs of the organisation and to ensure that individuals are treated fairly, equitably and with respect.

Staff learning and development

Staff at all levels and in all areas of work will have an equal right of access to the training and development they need. Staff access to training and development will be dependent upon the value of the provision to the individual and to the ILM.

Training and development for members

All ILM members will have an equal right of access to all of the training and development the ILM is able to offer. We will seek to avoid perceived imbalances in the provision of training and development, and we will listen to what members tell us they need.

The ILM will offer suitable and relevant equal opportunity training as necessary for all its members.

Implementation

All staff and Directors, will take part in induction activities which will include equality and diversity information, setting out the standards of behaviour expected of them and access to support will be provided by the ILM's HR agency.

The ILM undertakes to provide the necessary support and training which will include awareness of discrimination legislation and its impact on the decisions that managers must make.

All members of staff who are involved in the recruitment, selection or promotion process will receive training and support in non-discriminatory recruitment and selection techniques, including unconscious bias.

All stages of recruitment and selection will be conducted in accordance with our Recruitment and Selection procedure.

The ILM has set up a small Equality, Diversity and Inclusion Working Group comprising an ILM staff member, a Board Director, and volunteer charity members. The Working Group's role is to promote and implement ED&I within the ILM's scope and assisting the Board with decision making in relation ED&I. Information on the members of the Working Group along with how to contact and join the Group are contained on the ED&I page of the ILM website.

Responsibilities

The ILM states its wholehearted support for the principles and practices of equal opportunities and recognises that it is the duty of all employees to accept their personal responsibility for fostering a fully integrated community at work by adhering to the principles of equality of opportunity.

Managers have particular responsibility for the practical application of this policy and for ensuring a working environment free from discrimination. They are responsible for addressing and eliminating any situations involving bullying, harassment or other forms of discrimination.

It is the responsibility of the ILM Board to ensure that its own actions promote equality, diversity and inclusion. In considering its own composition and filling vacancies, the Board will seek to ensure that its membership and representation embraces the widest possible variety of backgrounds and views, consistent with the need to maintain a Board with the skills and experience necessary to carry out its responsibilities.

Everyone within the ILM has a moral and legal responsibility to promote equal treatment and to respect diversity in all areas of contact. This extends to seeking input and feedback from all members of the ILM community.

Anyone who feels that they have experienced discrimination, harassment or victimisation are encouraged to pursue the matter. All complaints will be dealt with seriously, properly and in confidence, and every effort will be made to secure a satisfactory resolution. Please see our Complaints Policy for further information.

Any possible or potential breaches of this policy will be fully investigated. Disciplinary action, including dismissal, may be taken against any employee found guilty of breaching this policy. Please see our Code of Conduct for further information.

The ILM is committed to continually improve ED&I within its remit and this policy will be updated regularly to reflect ongoing work in this area.