

International Brigade Memorial Trust



Equal Opportunities Policy

The International Brigade Memorial Trust (IBMT) is committed to equal opportunities and will ensure that all employees and service users, both actual and potential, are treated equally and as individuals, regardless of age, disability, gender reassignment, marital or parental status, race, religion or belief, sex or sexual orientation.

In implementing this policy the IBMT will take account of the Equality Act 2010 and any relevant regulations.

This equal opportunities policy will be implemented across all aspects of the organisation's work:

- the arrangements for election of members to its Executive Committee;
- the appointment of staff, their conditions of service and employment procedures;
- all dealings with its members, the public and service users.

Executive Committee

IBMT will aim to ensure that the election of the Executive Committee is managed in such a way to reflect the aspirations of this policy. The Executive Committee will be responsible for ensuring that

- the equal opportunities policy is properly implemented, monitored and reviewed.
- members of the Executive Committee will undertake equal opportunities training as appropriate.

Employment and volunteering

The IBMT will ensure that no job applicant, employee or volunteer receives less favourable treatment than another on grounds of age, disability, gender reassignment, marital or parental status, race, religion or belief, sex or sexual orientation.

The Trust is committed to undertaking open recruitment and selection procedures and wherever possible all vacancies will be advertised and fair and equitable shortlisting and interview processes will be followed. Employees of and volunteers working with the organisation will be informed of the equal opportunities policy and receive training on equal opportunities issues as appropriate.

The IBMT will also ensure that the changing and developing needs of staff and volunteers are recognised and appropriate adjustments made to working conditions and/or training provided.

It operates a disciplinary and grievance procedure which all staff will be appraised of.

Behaviour or actions against the spirit and/or letter of the equal opportunity laws, on which this policy is based, will be considered serious disciplinary matters.

Resources, events and activities

The IBMT aims to make its resources, events and activities accessible to as wide a range of the public as possible and in order to achieve this will take steps to remove barriers which prevent potential audience, participants, members and users from having equal access to the organisation's activities. This will include:

- aiming to ensure that activities take place in venues and premises which are accessible to disabled people,
- providing facilities for disabled people to enable them to participate fully in activities eg. induction loop, interpreters,
- ensuring that the design of publicity material takes account of the needs of disabled people both in terms of print, format, information on access;
- encouraging and enabling people from underrepresented groups to attend and participate.

Review

This policy is for review annually at the first Executive Committee meeting of each year.

Adopted in 2016; last reviewed in June 2020.