

CMP D&I Strategy

Executive Director

At the Common Mission Project we are committed to ensuring that our staff and stakeholders feel valued and respected and to sustaining a work environment where all employees can be themselves and flourish.

Our diversity and inclusion strategy underpins our mission to create an international network of entrepreneurs driven to solve the critical challenges of our time - from national security to natural disasters, from energy to the environment. We strive for an inclusive environment that leverages the diverse backgrounds and perspectives of all of our employees and stakeholders so as to enable us to achieve our objective.

This diversity and inclusion strategy provides us with a road map to create an inclusive workplace that will need to be consistently reviewed and adapted as we grow. It provides a shared direction and commitment for the organisation so we can work together to respect and value our diverse workforce and build a more inclusive workplace. This strategy is everyone's responsibility and I encourage you to get involved.

Our Vision

To create and sustain an inclusive culture in which difference is valued and helps drive innovative solutions to the complex problems of our time.

At the Common Mission Project, diversity and inclusion are at the core of who we are. They are central to our mission and to our impact. We know that having varied perspectives helps generate better ideas to help solve the complex problems of a changing world.

Three Strategic Goals

1. **Workforce diversity** – recruit from a diverse, qualified group of candidates to increase diversity of thinking and perspective
2. **Workplace inclusion** – foster a culture that encourages collaboration, flexibility and fairness to enable all employees to contribute to their full potential and increase retention
3. **Sustainability and accountability** – identify and break down systemic barriers to full inclusion by embedding diversity and inclusion in policies and practices and equipping leaders with the ability to manage diversity and be accountable for the results.

Action plan - Reviewed quarterly

Category	Actions	Who	Success
Workforce	1. Use inclusive language in	1. Executive	Increase in

COMMON MISSION PROJECT

diversity	<p>advertises and include D&I statement (already best practice and implemented)</p> <p>2. Ensure anyone involved in recruitment process has had unconscious bias training</p> <p>3. Advertise roles in broad range of publications (already best practice and implemented)</p> <p>4. Ensure diverse range of candidates are shortlisted (already best practice and implemented)</p>	<p>Director, HR</p> <p>2. Executive Director</p> <p>3. HR</p> <p>4. HR</p>	<p>representation of diverse employees</p> <p>All employees involved in recruitment to have completed Unconscious Bias training</p>
Workforce inclusion	<p>1. Peer mentors for staff members (UK and US-based) to encourage collaborative working (implemented)</p> <p>2. Raise awareness of all employees on D&I and highlight workshops and other training opportunities. All employees attend one D&I related workshop/course every year.</p> <p>3. Mental well being and awareness training for all employees</p> <p>4. Institute a yearly staff survey</p>	<p>1. Programme Manager</p> <p>2. Executive Director, Programme Manager</p> <p>3. Programme Manager</p> <p>4. HR</p>	<p>All new employees matched with a peer mentor</p> <p>Awareness of D&I is enhanced amongst all CMP employees</p> <p>All employees attend one D&I related workshop/course every year</p> <p>All employees to have had mental well being training by October 2021</p> <p>100% of employees agree that CMP has inclusive culture in staff survey</p>
Sustainability and Accountability	<p>1. Embed D&I into CMP structures and processes. D&I to be a recurring agenda item</p>	<p>1. Executive Director, Programme</p>	<p>D&I is part of CMP structures, practices and behaviours at</p>

COMMON MISSION PROJECT

	<p>on BoT meetings, quarterly 1:1s and annual performance review</p> <p>2. Implement open forums for discussion between CMP leadership and staff on D&I related themes/issues and involve all staff in the co-creation and sustainment of organisation's D&I strategy</p> <p>3. CMP's Anti-Bullying and Harassment Policy communicated in staff handbook and inductions (implemented)</p> <p>4. Implement key performance indicator (KPI) for D&I for all employees</p> <p>5. Review policies and practices to identify and remove systemic barriers to inclusion</p>	<p>Manager</p> <p>2. Executive Director</p> <p>3. HR</p> <p>4. Executive Director</p> <p>5. All</p>	<p>all levels of the organisation</p> <p>All employees understand CMP's Anti-Bullying and Harassment Policy</p>
--	---	---	---

Evaluation methodology:

The effectiveness and achievement of our goals for diversity and inclusion will be reviewed and reported on quarterly. The report will be provided to the Executive Director and Board of Trustees. The review will focus on the implementation of the actions, the progress made and successes. It will also identify any adjustments required to improve effectiveness.

The evaluation will include:

- A qualitative assessment of progress or achievement of the actions
- A quantitative assessment of the impact of the strategy on employee perceptions and experience of the culture of the organisation

The outcome of the evaluation and review will guide the development of further action plans.

Roles and responsibilities:

COMMON MISSION PROJECT

All employees have the responsibility to maintain an environment that is safe, respectful and productive. Everyone has the right to be treated fairly within the workplace in an environment that recognises and accepts diversity.

All CMP employees contribute by participating in workplace diversity and inclusion activities and opportunities and complying with all anti-discrimination and workplace diversity legislation.

Managers can contribute by displaying a positive commitment to workplace diversity and inclusion, being role models, fostering an inclusive workplace culture, dealing quickly and effectively with inappropriate behaviour and participating in diversity training and encouraging team members to attend.

The success of the strategy is dependent upon the support of everyone in the organisation. Everyone has a responsibility to contribute to a culture which supports and values diversity and inclusion.