

# Taita College Board of Trustees

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## EEO Policy

### Purpose

Taita College is committed to ensuring equal employment opportunities and to being a good employer to all of those employed by the College.

### Delegations

In line with other employment delegations the Principal will be responsible for the implementation of the EEO policy.

### Guidelines

1. The College will:
  - a. Provide safe, supportive, and healthy working conditions for all employees.
  - b. Impartially select the best suitably qualified candidate when appointing staff.
  - c. Identify and eliminate all institutional practices, policies, or procedures that cause or perpetuate inequality in respect of the employment of any person.
  - d. Recognise and support the aims, aspirations, cultural diversity and/or employment requirements of, but not exclusive to:
    - i. Māori
    - ii. Ethnic or minority groups
    - iii. Women
    - iv. People with disabilities.
2. The College will ensure that all staff involved with appointments are aware of the requirements of the State Sector Act which are that:
  - (2) For the purposes of this section, a **good employer** is an employer who operates a personnel policy containing provisions generally accepted as necessary for the fair and proper treatment of employees in all aspects of their employment, including provisions requiring—
    - (a) good and safe working conditions; and
    - (b) an equal employment opportunities programme; and
    - (c) the impartial selection of suitably qualified persons for appointment (except in the case of ministerial staff); and
    - (d) recognition of—
      - (i) the aims and aspirations of the Maori people; and
      - (ii) the employment requirements of the Maori people; and
      - (iii) the need for greater involvement of the Maori people in the Public Service; and
    - (e) opportunities for the enhancement of the abilities of individual employees; and
    - (f) recognition of the aims and aspirations and employment requirements, and the cultural differences, of ethnic or minority groups; and
    - (g) recognition of the employment requirements of women; and
    - (h) recognition of the employment requirements of persons with disabilities.

## Evaluation

The Principal to report to the Board annually a summary of the demographic characteristics (age, ethnicity, gender, etc) of all applicants for full-time permanent vacancies and the outcome of the appointment process for permanent vacancies.

Approved

October 2018

A handwritten signature in blue ink that reads "Helena Balmuk". The signature is written in a cursive style with a large initial 'H'.

Commissioner