



# The Washington National Guard

Joint Diversity Council (JDC)

## Diversity Charter

2017



# WASHINGTON NATIONAL GUARD

## JOINT DIVERSITY COUNCIL CHARTER

### INTRODUCTION

A diverse workforce provides a variety of perspectives and talents that enable an organization to become stronger and more capable of maximizing its effectiveness. The Washington National Guard (WANG) needs to recruit, develop and retain the most highly qualified personnel possible. By including members of all demographic groups, we avail ourselves to a broad range of skills, talents and perspectives making us a more effective organization with unlimited potential.

A spirit of inclusion is critical to our success. For an organization to work at its best, team members must trust and respect one another. Team members that feel included and appreciated are more likely to contribute to the accomplishment of organizational objectives. They are also more likely to remain with the WANG, bolstering our pool of talent and experience, and support our recruiting and retention efforts.

The Diversity Charter for the WANG Diversity Council supplements the agency's strategic plan. The Charter establishes a framework for success in the area of diversity and charges the WANG Diversity Council with responsibility for leading our efforts to build and maintain a diverse force. The Diversity Charter is a living document open to improvement by the Diversity Council.

### PURPOSE OF THE COUNCIL

1. Promote an organizational culture of diversity and inclusion throughout the WANG
2. A resource to improve mentoring relationships in the WANG.
3. Align diversity objectives with National Guard strategic goals.
4. Provide strategies in the areas of recruitment, retention, engagement, and productivity.
5. Promote open communication throughout the WANG.
6. Encourage leadership development through diversity practices and processes.
7. Increase Airmen, Soldier, and Civilian employee job and work environment satisfaction.
8. Encourage leadership to seek out and develop talent within their command structure.
9. Foster an atmosphere of diversity of thought; bringing differences together to make a positive impact within workforce.

## **MISSION STATEMENT**

The Washington National Guard Diversity Council is a strategic advisory board responsible to The Adjutant General with the emphasis of creating an organizational culture where diversity is valued as a personnel readiness multiplier, ensuring each individual has the opportunity and means to realize their maximum potential.

## **VISION**

To foster an environment where individuals are respected and valued for their differences and abilities, that is not hindered by prejudicial barriers, stereotypes and restrictions.

## **GENERAL GUIDELINES**

1. Meetings will be held quarterly at a time and place agreed upon by the council (2 in person and 2 via telephonic means).
2. Minutes will be maintained and distributed, with copies being forwarded to The Adjutant General, Executive Management team, State Enlisted Leaders and MSC and Wing Commanders.
3. Diversity Goals will be established and updated annually by the Council.
4. Meeting minutes, goals, and vision will be posted electronically to the agency's website.
5. The Council will work towards enhancing diversity and inclusion through professional development, education and training, and ensuring equal opportunity to all members of the Washington Military Department.

## **MEETING FORMAT GUIDELINES**

1. Call to order.
2. Roll call.
3. Introductions of guests and/or advisors present.
4. Introduction of newly appointed members if any.
5. Review/approval of last meetings minutes.
6. Old business (Open agenda items from last meeting).
7. New business - (1) Discuss agenda items (2) Open discussion from the floor
8. Comments from chairperson.
9. Adjournment.

## **ROLES AND RESPONSIBILITIES**

1. The Council members will lead by example, applying the vision of the Diversity Council to their daily activities and work environment. All members will treat each other with respect, will attend meetings, be

prompt and observe common courtesies of discussion with one another. Each member has an equal voice regardless of military rank or civilian job classification.

2. The council will be co-chaired by the State's Joint Chief of Staff and the Senior Enlisted Leader. The State Equal Employment Manager (Joint), the Wing level Human Resource Advisors, Army Guard's Human Relations Equal Opportunity Advisor, Command Chief (ANG), and Command Sergeant Major (ARNG) will assist in planning, organizing, implementing and facilitating the agenda. These individuals will serve throughout the timeframe of their respective duty positions.

3. The committee will be comprised of Airmen and Soldiers. The committee will represent traditional and full time personnel, as well as enlisted, officers and civilians selected by the appropriate MSC/Wing. A balance of gender, culture, ethnic, grade/rank, Air, Army, and civilian will be maintained. Other members should include Recruiting & Retention, members of the State Guard, a representative of the G1, A1, J1. Additionally two members from each MSC/Wing and 1 individual from the Western Air Defense Sector will represent their respective commands. All committee members will serve for a minimum of two years.

4. An agenda will be prepared and distributed to all members; as well as to individuals identified as being key players in Council activities and initiatives.

5. The Council membership will create subcommittees as needed at the discretion of the Chair.

6. Council members will serve at the discretion of the Chair, and the Chair will serve at the discretion of TAG. Term of council will not exceed two years.

### **COMMON TASKS**

1. Review systems, programs, and policies of the WMD as they relate to diversity.
2. Identify systemic problems and recommend solutions.
3. Review statistical data on race, ethnic and gender diversity in the WMD and identify possible barriers to diversity.
4. Set and track the progress of goals that will help the WMD become a more diverse organization.
5. Develop and recommend implementation of diversity training, plans, policies and surveys as required.
6. Annually will conduct Diversity Matters day in two separate locations (West and East Side).
7. Develop monthly Diversity Newsletter and have it prepared to sent out prior to first drill period of each month.

BRET D. DAUGHERTY  
Major General  
The Adjutant General

