Our People
Our Most Valued Resource
HALIFAX

Our Goal

To provide a safe, healthy, diverse, inclusive and productive work environment, where all persons are treated with dignity and respect.

Acknowledging Our History

The HRM Workforce

June 30,2018	Permanent Full Time and Permanent Part Time	Other
Headcount	3394	1662

5-Year Employee Demographics					
	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Male	70.63%	70.99%	70.21%	70.99%	70.90%
Female	29.37%	29.01%	29.79%	29.01%	29.10%
Average Age	45.51	45.73	46.81	45.74	46.67
Average Year of Service	12.05	12.08	13.64	11.67	12.3

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What is HRM Doing Now?

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Updating the Policy Framework

- **Workplace Violence Prevention Corporate Procedure - Revised Nov 2014**
- **Values and Ethics Policy Revised June 2016**
- **Workplace Rights Harassment Prevention Policy – Revised Dec 2016**
- **Employment Equity Policy – Sept 2018**
- **Code of Conduct for Municipal Employees - Revised April 2018**
- **Hiring Policy (under review)**

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Workplace Education

- **Our Values, Behaviours and Conduct in the Workplace** - 1086 employees have attended this training since 2016
- **Addressing Inappropriate Workplace Behaviours** -276 leaders have attended this training since 2017
- **New Employee Orientation** - 295 employees have attended this training since 2016
- **Foundations for Aspiring Leaders** Program
- **Leading at the Speed of Trust**

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Workplace Education

- **The Working Mind**: Workplace Mental Health and Wellness for Managers
- **The Working Mind**: Mental Health and Wellness for Employees
- **Workplace Violence Prevention**
- **Skills for Resolving Conflict**
- **Re-Thinking Gender**: Gender Identity & Expression
- **Diversity and Inclusion**
- **Reaching Out from an Afrocentric Place**

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Progress is ongoing…….

- Diversity and Inclusion Framework
- Employment Systems Review
- Recruitment and Staffing
- Celebrating Diversity

Diversity & Inclusion Framework

Recognizing diversity and inclusion in our organization and our communities

Progress is ongoing…….

- Employment Equity Program
- Employee Engagement Survey
- Employee Self-identification Survey
- Improving Communication to all Employees
- An external review of HR policies, programs and organizational practices

We may have all come on different ships, but we are in the same boat now.
Martin Luther King Junior

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Expectations have been set for Directors

- Demonstrate commitment to HRM values and civility in the workplace
- Embrace diversity and inclusion principles as being integral to our people management framework
- Actively address racism, discrimination and harassment in the workplace

Expectations have been set for Directors

- Be accountable for removing systemic barriers and planning for a diverse and inclusive workplace.
- Be aware of and accountable for acting on workplace conflict and harassment complaints
- Incorporate diversity and inclusion goals/objectives in budget and business plans

Every leader has a responsibility for the safety and well-being of their employees

Every employee has a responsibility to demonstrate HRM's workplace values and meet behavioural expectations

How are we addressing inappropriate behaviour?

- Through shared responsibility
- HRM has a number of tools including: Coaching, Training, Mediation, Facilitated Discussions, Alternative Dispute Resolution, Restorative Process, Administrative Review, Workplace Assessments, Progressive Discipline and Termination

How do we know if we are making a difference?

- Self Identification Survey
- Benchmarking against census data
- Hiring data - the number of job applications who have self –identified vs the number of job offers
- Promotion of applicants of diverse backgrounds
- Employee Engagement Survey
- Number of workplace complaints
- Workplace culture audit

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QUESTIONS?