

INCREASING EQUITY AT THE WORKPLACE

TRAINING AND CAREER DEVELOPMENT
SYSTEM TOOLKIT



**STEP 2:
BENCHMARK**



BOSTON COLLEGE

School of Social Work

WORK EQUITY

Directors

Marcie Pitt-Catsoupes, PhD

Samuel L. Bradley, Jr., DSW

Kathleen Christensen, PhD

Work Equity is an initiative of the Center for Social Innovation at the Boston College School of Social Work.

www.bc.edu/workequity

Questions?

Please contact us at workequity@bc.edu

Work Equity is grateful for funding received from WorkRise for the National Study of Workplace Equity. We are also appreciative of our partnership with SHRM and its support of this study. To read more about this study, go to: <https://www.bc.edu/content/bc-web/schools/ssw/sites/center-for-social-innovation/projects/the-national-study-of-workplace-equity.html>



2.0 Introduction

Step 2 enables your organization to benchmark your responses to the Audit of your Training and Career Development System (completed in Step 1) against the findings of the National Study of Workplace Equity¹.

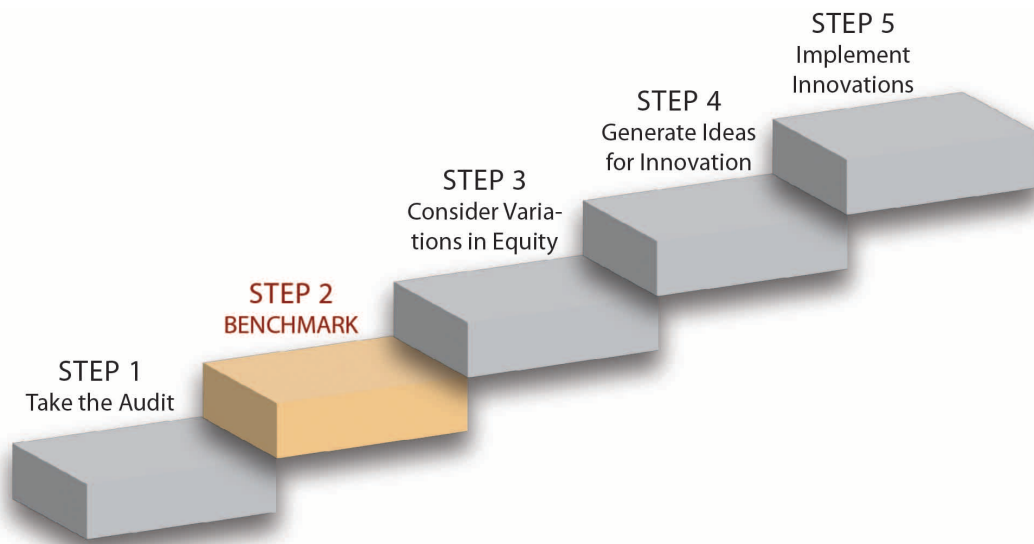



Figure 6: Step 2 of the Training and Career Development System Toolkit

2.1 Roles and Responsibilities

The Leader(s) of your Training and Career Development System Equity Initiative should assume responsibility for Task 1 (recording the average scores pertaining to the Audit questions) and Task 2 (comparing your organization's average scores to the dataset of the National Study of Workplace Equity).

The Equity Initiative Committee can meet and discuss the implications of the benchmarking results.

2.2 Step 2 Tasks

Continue to next page 

¹ Work Equity is grateful for funding received from WorkRise for the National Study of Workplace Equity. We are also appreciative of our partnership with SHRM and its support of this study. To read more about this study, go to: <https://www.bc.edu/content/bc-web/schools/ssw/sites/center-for-social-innovation/projects/the-national-study-of-workplace-equity.html>



Task 1: Compare Your Organization's Average Scores on the Equity Audit to the National Study of Workplace Equity

Training and Career Development System Toolkit Worksheet #4 Your Organization's Average Audit Scores

Directions:

In the right-hand column, your Leader(s) should record the information from Worksheet #3 that you completed in Step 1 of this Toolkit.

You will use the average scores from this Worksheet #4 to complete Worksheet #5 below.

	Your Organization's Average Scores From Worksheet #3 (scores ranging from 1.0 to 4.0)
1. To what extent does your organization have written policies which ensure that employee access to training and career development opportunities is fair?	
2. To what extent has your organization adopted practices which ensure fair access to training and career development opportunities?	
3. To what extent does your organization routinely audit the fairness of employees' access to training and career development opportunities?	
4. To what extent does your organization hold one or more employees (e.g., supervisors; Director of DEI, etc.) accountable for monitoring the fairness of employee access to training and career development opportunities?	
5. To what extent do the actions of your organizational leaders indicate that they believe that there is a connection between the organization's DEI initiatives and fairness of employee access to training and career development?	
6. To what extent does your organization set expectations that managers and supervisors should encourage all employees to participate in training and career development opportunities?	
7. To what extent does your organization provide employees with equitable access to information about training and career development opportunities?	

Task 2: Benchmark

Directions:
 The Leader(s) of your Equity Initiative should record your organization's average scores (from Worksheet #4 above) on the graph below so that you can compare your score to the averages from the National Study of Workplace Equity.

Training and Career Development System Toolkit Worksheet #5

Compare Your Organization's Average Scores to the National Averages



Go to Page 6 for Worksheet #5

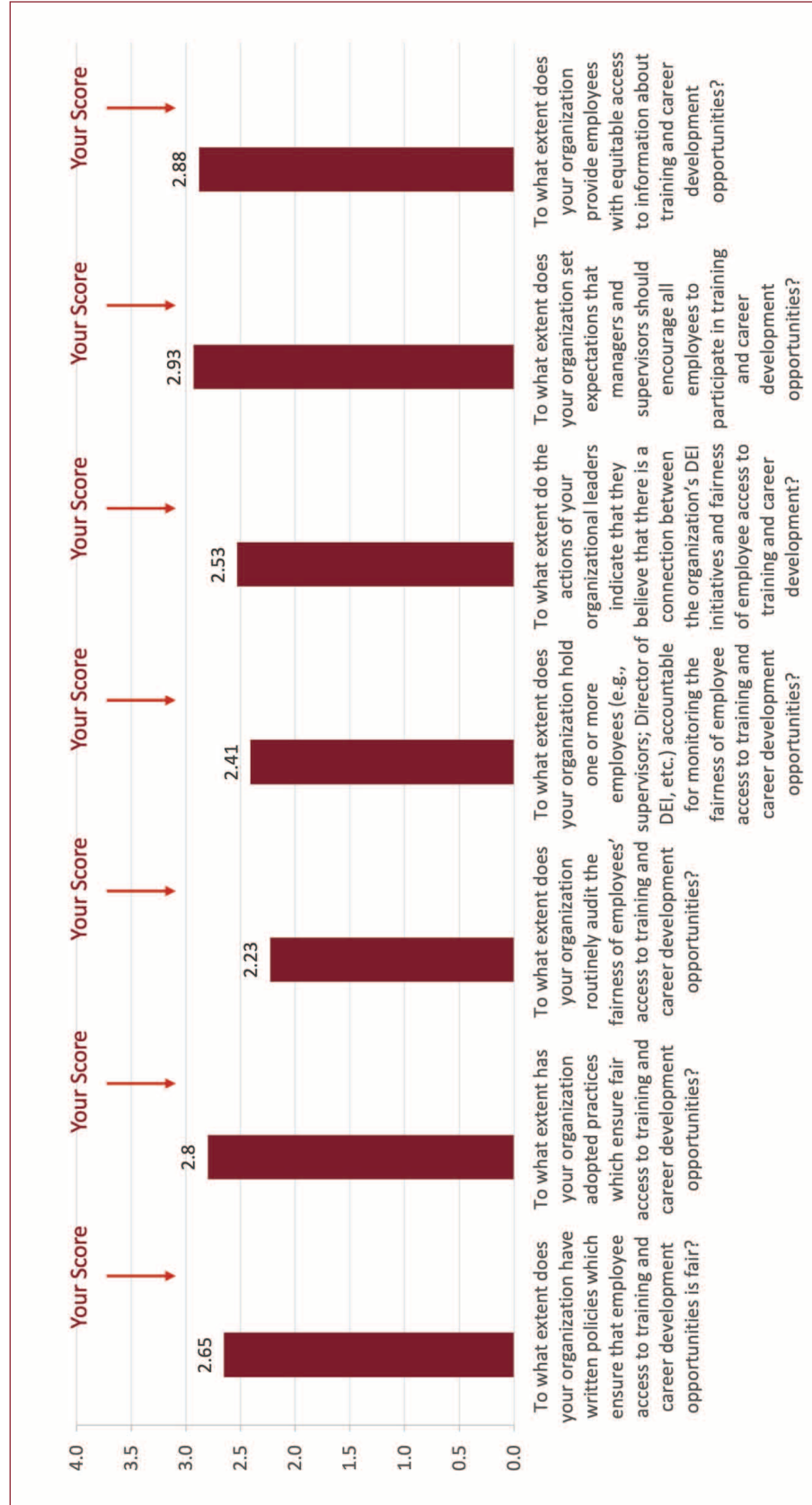
The members of your Equity Initiative Committee should discuss the **strengths** of the equity of your Training and Career Development System in comparison to the scores from the National Study of Workplace Equity. The Leader(s) of your Equity Initiative can record key observations made by committee members below.

The members of your Equity Initiative Committee should discuss the **weaknesses** of the equity of your Training and Career Development System in comparison to the scores from the National Study of Workplace Equity. The Leader(s) of your Equity Initiative can record key observations made by committee members below.



Training and Career Development System Toolkit Worksheet #5

Compare Your Organization's Average Scores to the National Averages



 **Go to Step 3 of the Training and Career Development System Toolkit: Consider Variations in Equity**

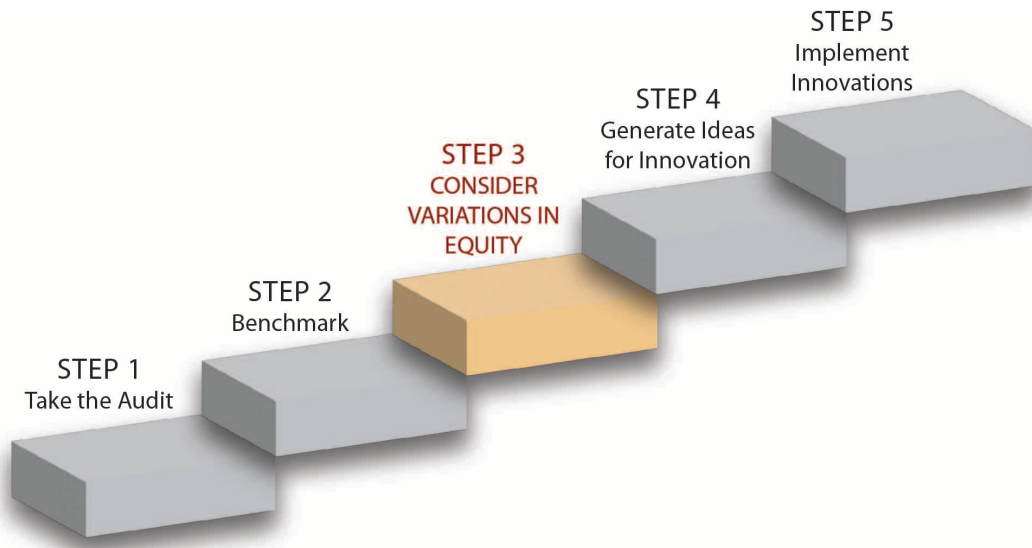


Figure 7: Step 3 of the Training and Career Development System Toolkit