

DIVERSITY AND GENDER EQUALITY POLICY

June 2022

INTRODUCTION

Opportunity International Australia (Opportunity) is committed to promoting diversity and gender equality across its organisation. We recognise the value that people with different backgrounds, experiences and skills bring to the workplace and encourage an organisational culture that fosters these differences. We believe that diversity is a driver of innovation, collaboration and performance. Opportunity is committed to creating and maintaining a workplace that is inclusive and fair and reflects the diversity of the communities we are located within.

PURPOSE

This policy provides guidance on the measures Opportunity has in place to promote diversity and equal opportunities across the organisation and within the workplace.

This policy is guided by Opportunity's commitment to State and National Legislation, specifically the Age Discrimination Act 2004, Australian Human Rights Commission Act 1986, Disability Discrimination Act 1992, Fair Work Act 2009, Racial Discrimination Act 1975 and Sex Discrimination Act 1984.

SCOPE

This policy applies to all workers engaged by Opportunity, including employees, interns, volunteers, Directors, Board, contractors and Ambassadors, whether located in Australia or overseas.

DIVERSITY

Opportunity is committed to maintaining an inclusive workplace that values people's differences and provides opportunities for all staff to achieve their full potential. We define diversity as the visible and invisible differences that exist between people and the varied ways of thinking and working. Opportunity sees workplace diversity and inclusion as the responsibility of all individuals and expects its employees, volunteers, interns and leadership to treat all people with respect. Opportunity prohibits discrimination on the grounds of gender identity, sexual orientation, intersex status, marital or relationship status, pregnancy or potential pregnancy, breastfeeding, family responsibilities, disability, religious and political orientation, race, ethnicity and age or personal association with a person with any of these attributes.

At Opportunity, our established recruitment process seeks to put the right person in the right role and accordingly ensures that all jobs are open to people on the basis of merit. This is achieved through a multi-tiered recruitment process, where applicants are interviewed by several staff members as a safeguarding method against personal bias or discrimination. Prior to the commencement of employment, remuneration is established

without discrimination and is determined based on experience, skill level and qualifications. Following the year end performance reviews, remuneration for all staff is reviewed based on merit. Beyond our paid employees, Opportunity welcomes volunteers and interns from all backgrounds, recruiting these individuals based on their skills and interest in our work.

Opportunity is committed to the inclusion of People with Disabilities within the workplace through addressing the barriers to equal participation and opportunity. This includes increasing awareness on disability issues through staff training and a commitment to reasonable accommodation. Please refer to Opportunity's Disability Inclusion Policy for further details on Opportunity's commitment to disability inclusion.

Opportunity has developed and implemented policies and processes that promote diversity within the workplace and protect persons, especially those who are already marginalised, from discrimination. These include:

- Bullying, Harassment and Discrimination Policy
- Disability Inclusion Policy
- Flexible Working Arrangements Policy
- Human Rights Policy
- Recruitment Process (which enforces anti-discrimination)
- Training and awareness programs on topics such as gender, disability and unconscious bias
- Periodic assessment of Opportunity's gender equality and disability inclusion practices.

GENDER EQUALITY

Opportunity is committed to ensuring gender equality in the workplace and recognises that gender inequality is still prevalent within the Australian workforce. Women continue to earn less than men and face additional barriers to career progression, evident by the significant underrepresentation of women in leadership and top-management positions. Opportunity acknowledges the gendered nature and unequal distribution of unpaid labour in Australia, with women bearing disproportionate responsibility for unpaid domestic and care work. Whilst men and women are vulnerable to family, domestic and sexual violence, women continue to be at greater risk. Opportunity is committed to addressing these barriers and constraints through provisions that ensure equal access to opportunities and benefits for men and women. We support gender balance in the workforce, inclusive of Board, Leadership and Managerial positions.

Opportunity has developed and implemented a number of complementing policies and processes that promote gender equality through flexible working arrangements and leave entitlements for both men and women, including:

- Unpaid leave (providing extended periods of unpaid time away from work including for childcare and/or eldercare responsibilities).
- Family and Domestic Violence Leave
- Gender Equality Policy
- Personal/ Carer's leave
- Parental Leave Policy
- Gender awareness training for staff.

PARTNERSHIPS

Opportunity engages with mission-aligned implementing partners that promote diversity and gender equality through the inclusion of vulnerable and marginalised people in the delivery of their services, including women living in poverty, people with disabilities, indigenous peoples and ethnic minorities like scheduled castes in India. Please refer to Opportunity's Gender Equality Policy and Disability Inclusion Policy for a comprehensive overview of how disability and gender are addressed within Opportunity's programs and partnerships.

GOVERNANCE

The Board regularly reviews its composition to ensure Directors have a diverse range of skills, experience, qualifications, attributes, age, geographic representation and gender balance to increase the Board's effectiveness. The Board is committed to ensuring the principles of diversity, gender equality and non-discrimination are integrated across the entire organisation. It reviews and approves Opportunity's policies in this domain and charges management with the responsibility for implementing them.