

GENDER AND DIVERSITY POLICY

Introduction

1. GL recognises that barriers to equality between men and women in Southern Africa are entrenched and often systemic largely because of the patriarchal nature of our societies in this region. The organisation also recognises that gender discrimination may take subtle forms in the work place, such as women predominating in lower paid work.
2. In keeping with its vision and mission, GL seeks to create a workplace environment where diversity is encouraged and in which every member can realise his/her full potential.
3. The organisation shall ensure that there is consistency between its workplace practices, and the messages it communicates through its training, advocacy and publications.
4. This policy is informed by national legislation, including the Constitution of the Republic of South Africa; The Employment Equity Act and the Labour relations Act. It also draws inspiration from international and regional best practices.

Responsibility and authority

5. The CEO of GL shall bear overall responsibility in the implementation of this policy but the day to day implementation of components of the policy shall rest with identified GL line managers.

Workplace

Affirmative action

6. GL acknowledges the history of inequality between women and men and believes that sometimes men and women must be treated differently in order to achieve substantive equality. In order to achieve such equality, GL shall:
 - Conduct a situation analysis every 5 years to determine representation of men and women in each occupational category.
 - Based on the findings of the situation analysis, GL shall prepare and implement a 5-year Employment Equity Plan (EEP) in order to achieve reasonable progress towards employment equity and diversity in its workforce.
 - The EEP shall outline objectives to be achieved for each year of the plan and prescribe precise targets for male and female representation within each occupational category.
7. While GL strives to have a representation of at least 30% men among its staff and associates, GL recognises that its work is more likely to attract women candidates. As women are generally disadvantaged in other work environments, especially at senior levels, GL considers that an important part of its mission is to give priority to competent and promising women candidates.

Recruitment

8. All advertisements for employment at GL shall seek to promote diversity and equality.
9. GL employment advertisements shall state that the organisation is an equal opportunity employer and welcomes applicants from diverse backgrounds, especially women.
10. GL shall circulate targeted employment advertisements among historically disadvantaged groups to ensure they are encouraged to apply

Selection

11. GL shall ensure that its selection panels are gender balanced.
12. The organisation will put in place selection procedures that are designed to facilitate the selection of candidates with appropriate qualifications, aptitudes and interests. Such procedures will not disadvantage candidates on the basis of gender or any other irrelevant criteria.
13. GL will ensure that all persons on the selection panel receive orientation to familiarise with this policy and understand its implementation before any selection process.
14. *Work Environment: Please refer to Clauses 79 to 84 for matters relating to paternity/maternity leave.*

Stakeholders and beneficiaries

15. GL shall ensure that women and men, but especially women, benefit equally from its programmes.
16. To this end the organisation shall regularly collect and analyse gender disaggregated data on all its activities and use this to strengthen policy and practise.

Editorial content and publications

Quantity and quality

17. GL will ensure that gender is mainstreamed into all its editorial content and workshops that it conducts.
18. As a gender and media organisation, GL shall ensure that all its stories in its publications carry a gender perspective.
19. When commissioning stories for its publication GL shall encourage women and men to contribute but shall devote special attention to grooming new, black women contributors given the dearth of such voices in the mainstream media.

Topic Treatment

20. GL shall ensure that its publications present a holistic and realistic view of women and men.
21. The organisation shall ensure that its stories challenge stereotypes and that all subjects are treated with dignity.

22. Stories and books published by GL shall always be analytic and go beyond events and individuals.

Sources

23. GL shall ensure that all stories published representing the point of view of the organisation give fair and equal time to women and men and that its sources are consulted across the racial and class divide.
24. The organisation shall treat male and female subjects equally.

Language

25. GL shall prohibit the use of sexist or any language that stereotypes or promotes stigma and discrimination on the basis of sex or sexual orientation in its publications.
26. The organisation shall promote language that is gender sensitive and which does convey bias. This shall apply to both male and female subjects.
27. The organisation shall develop a style guide on the use of appropriate language which shall continuously be updated to add new terms or replace outdated terms.

Management System

28. The GL Board, CEO and heads of department shall take ultimate responsibility for the implementation of this policy.
29. The day to day co-ordination and management of this policy and the HIV and AIDS shall be vested in as part of the well being Committee.

