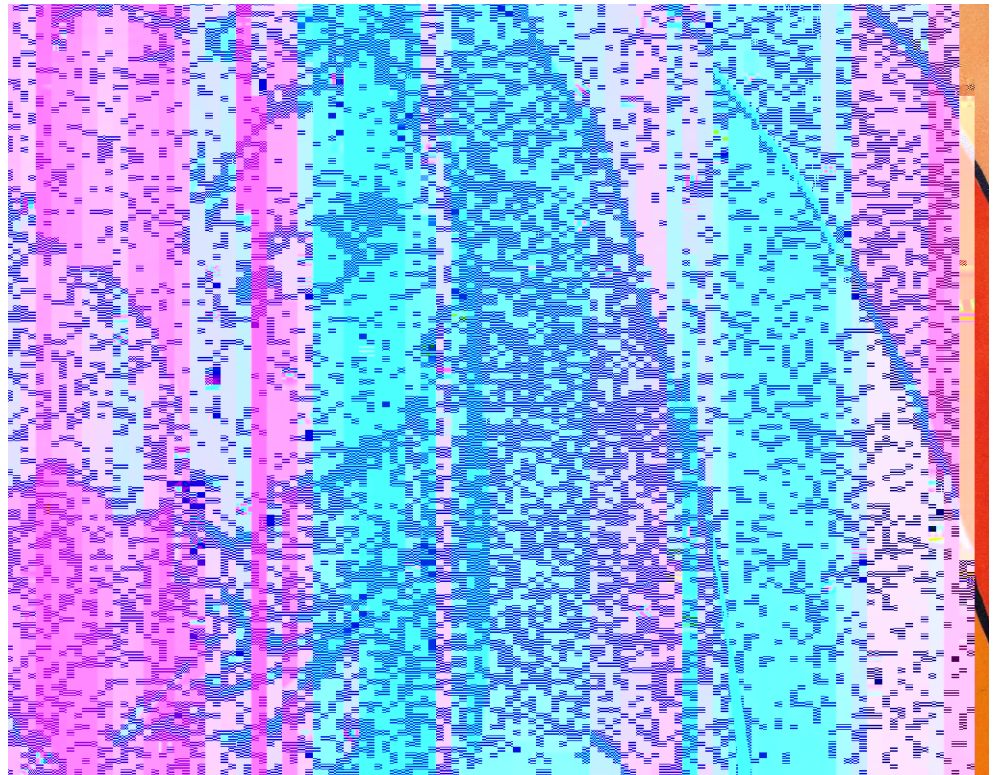


Equity at Queen's



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Alternative formats of this booklet are available on request

Overall Diversity at Queen's

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INTRODUCTION

publication, The first *Ilenges*, introduced the concept of

The Canadian government requires all federally-regulated employers and federal contractors to achieve employment equity for women, Aboriginal persons, racialized persons/visible minorities¹ and persons with disabilities al contractor, must strive to reflect, *at minimum*, Canadian workforce.

To estimate the availability of women, Aboriginal persons, racialized persons and persons with disabilities in the Canadian workforce, *Statistics Canada* uses two tools: the *National Census* and the *Participation and Activity Limitation Survey (PALS)*. The *National Census* is used to count the number of women, aboriginal persons and racialized persons in three

particular municipality or province. This strategy would present a barrier to achieving employment equity at [redacted] located in a region with less diversity than many larger centers, such as the Greater Toronto Area. A quick glance at the employment equity fingerprints of the Kingston and Toronto workforces, shown below, indicates that racialized persons are poorly represented in Kingston, but well represented in Toronto. The University of Toronto would therefore have less difficulty achieving equity for racialized persons [redacted] would, if the two institutions recruited locally. However, if they both recruited provincially, they would be on an [redacted] A diverse recruitment pool removes a great barrier to achieving equity, just as a non-diverse recruitment pool creates one.

*Source: 2006 Canadian Census.
(Pals does not provide information for Persons with Disabilities by Census Metropolitan Areas (CMA))*

Another challenge is that diversity varies greatly among occupational groups. In other words, our equity achievements are affected greatly by the workforce availability of candidates from designated groups. For example, 83.2% of the

Equitable workplaces tend to reflect the diversity of the workforce populations and occupational groups from which they recruit employees. If an employer recruits candidates from a pool that strongly represents Aboriginal persons, racialized persons, persons with disabilities and women, the employer is very likely to

SECTION I: DIVERSITY SNAPSHOTS

Source: 2006 Canadian Census and 2006 PALS

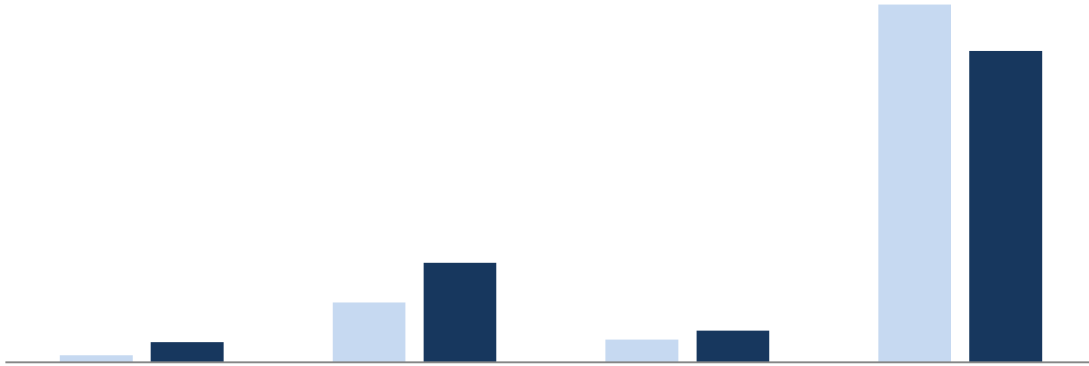
A quick glance at the employment equity fingerprints of Kingston, Ontario and Canada, three of recruitment pools, reveals that:

This is because the percentage representation of women does not differ greatly among Canada (47.9%), Ontario (48.2%) and Kingston (50.1%).

This is because the percentage representation of persons with disabilities does not differ greatly between Canada (4.9%) and Ontario (5.2%). We do not know the results of recruiting from Kingston as workforce data is unavailable for this group.

The proportion of Aboriginal persons varies greatly over the three workforce populations. Aboriginal persons are more highly represented in Canada (3.1%) than in Ontario (1.8%) or Kingston (2.0%).

Overall Diversity at Queen's



Source: 2006 Canadian Census, 2006 PALS, 2009

To comply

of the Canadian workforce. The figure above compares the percentage representation of the four designated groups (August 2009) against their estimated availability in the Canadian workforce (2006).

47.9% of Canadian employees were women, whereas 55.0% were members of that designated group.

3.1% of Canadian employees were Aboriginal persons, whereas 1.1% were members of that designated group.

4.9% of Canadian employees were persons with disabilities, whereas 3.5% were members of that designated group.

15.3% of Canadian employees were racialized persons, whereas 9.2% were members of that designated group.

The proportion of women in the workforce; however, the proportion of Aboriginal persons, racialized persons and persons with disabilities does not.

SECTION II: DIVERSITY WITHIN EEOG SNAPSHOTS

Analyzing employment equity is more complicated than just calculating the percentage representation of the four designated groups in the overall workforce of a given organization. It is also necessary to determine where, and to what extent, the designated groups are employed within the organization. This is because members of designated groups may be employed in the lower-paying, more short-term and less stable positions.

The federal government classifies all occupations into fourteen Employment Equity Occupational Groups (EEOGs): *Senior Managers, Middle & Other Managers, Professionals, Semi-Professionals & Technicians, Supervisors, Supervisors - Crafts & Trades, Administrative & Senior Clerical Personnel, Skilled Sales &*

According to the Employment Equity Act (1996)

conduct

Senior Managers

Middle/Other Managers and operations through subor Senior Managers and .
 , Deans, Associate Deans and Directors are categorized within the Middle and Other Managers EEOG.



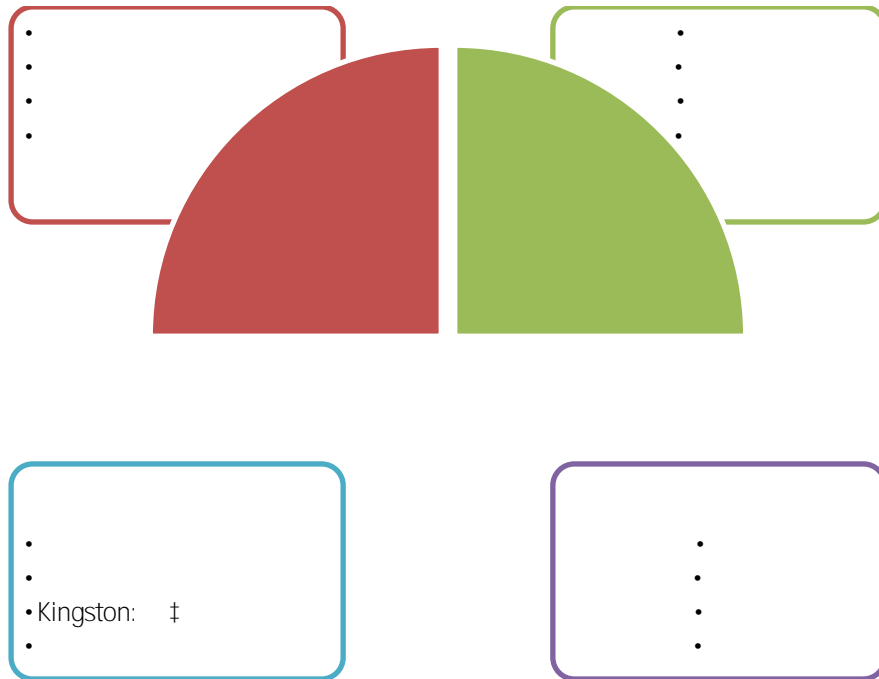
Source: 2009 Employment Equity Warehouse; 2006 Canadian Census; 2006 PALS.

¹ Includes data for Senior Managers and Middle/Other Managers combined.
 persons with disabilities are not available at the CMA level.

Compared to designated group representation rates within the Middle/Other Manager EEOG employs a higher proportion of women (57.5%) and persons with disabilities (4.5%), a lower proportion of racialized persons (4.5%) and no Aboriginal persons (0.0%).

Professionals

training and often have to be members . professors, accountants, lawyers, nurses and doctors, are categorized within the Professionals EEOG. In the case of universities, lower-paid occupations like marking assistants and research assistants are also included in this EEOG because of the advanced academic qualifications required.



Source: 2009 Employment Equity Warehouse; 2006 Canadian Census; 2006 PALS.

persons with disabilities are not available at the CMA level.

Compared to designated group representation rates within the Professional EEOG in Canada, Ontario and Kingston, women (42.4%), Aboriginal persons (0.9%) and persons with disabilities (3.0%) as Professionals. Although the proportion of racialized persons among Professionals employed (13.5%) is higher than in Kingston, it is lower than the proportion of racialized persons working as Professionals in Ontario and in Canada.

University Professors is one National Occupational Code category within the Professionals EEOG. It has the National Occupational Code 4121. University Professors undergraduate and graduate students and conduct research at universities and degree-granting . University Professors who are heads of departments are included within this occupational code.

Source: 2009 Employment Equity Warehouse; 2006 Canadian Census; 2006 PALS.

Semi-Professionals and Technicians have to possess knowledge equivalent to about two years of post-secondary education, offered in many technical institutions and community colleges, and often have further specialized on-the-job training. Examples of these occupations include engineering technologists, instrumentation technicians, draftspersons, video technicians and other technical personnel.



Source: 2009 Employment Equity Warehouse; 2006 Canadian Census; 2006 PALS.

* Large coefficient of variation – use with caution.
persons with disabilities are not available at the CMA level.

Compared to designated group representation rates within the Semi-Professionals and Technicians EEOG in Canada, Ontario and Kingston, a higher proportion of women (58.9%) and persons with disabilities (6.5%), but a lower proportion of Aboriginal persons (1.1%) are employed as Semi-Professionals and Technicians. Kingston employs a smaller proportion of racialized persons in this EEOG (9.1%) than are employed in Ontario or in Canada, but it has a larger proportion of racialized persons working as Semi-Professionals and Technicians than Kingston does.

Supervisors -management first-line coordinators of white-collar (administrative, clerical, sales and service) workers. Supervisors may, but do not usually, perform any of the duties of the

Clerical Personnel

clerks, circulation clerks and accounts payable clerks.

Source: 2009 Employment Equity Warehouse; 2006 Canadian Census; 2006 PALS.

Skilled Sales and Service Personnel

Intermediate Sales and Service Personnel

in providing personal services and who perform duties that may require from a few months up to two years of on-the-job training, training courses, or specific work experience . At animal care workers, by-law enforcement officers, front desk clerks, off-campus response coordinators and food servers are assigned to this EEOG.



Source: 2009 Employment Equity Warehouse; 2006 Canadian Census; 2006 PALS.

persons with disabilities are not available at the CMA level.

Compared to designated group representation rates within the Intermediate Sales and Service EEOG on of persons with disabilities (15.4%), a lower proportion of women (46.2%), and no racialized persons (0.0%) or Aboriginal persons (0.0%) as Intermediate Sales and Service Personnel.

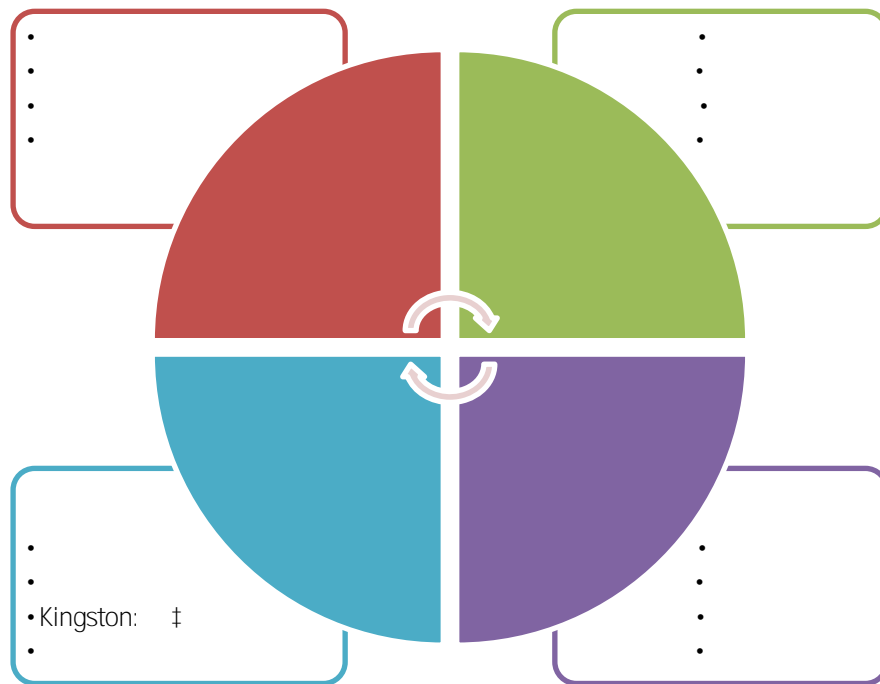
Oth
only a few days of on-the-job training . At cashiers, kitchen helpers,
security guards, caretakers, building superintendants, athletics attendants and booth attendants.

Source: 2009 Employment Equity Warehouse; 2006 Canadian Census; 2006 PALS.

persons with disabilities are not available at the CMA level.

Compared to designated group representation rates within the Other Sales and Service
EEOG employs a lower proportion of
women (34.5%), persons with disabilities (6.0%) and racialized persons (3.6%) as Other Sales and

Supervisors (Crafts and Trades) -management first-line coordinators of workers in manufacturing, processing, trades, and includes area managers, chief engineers and assistant chief engineers.



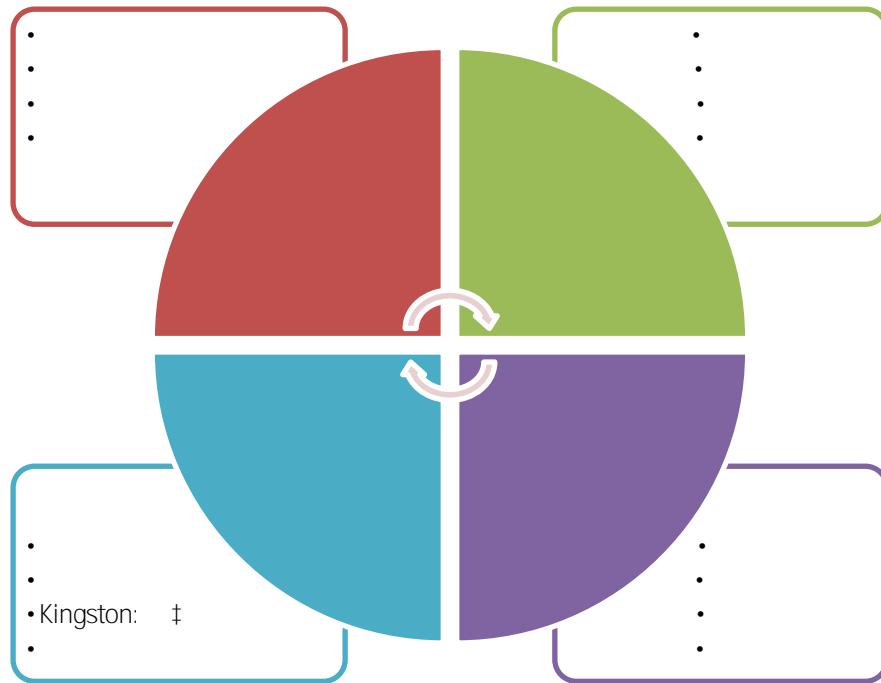
Source: 2009 Employment Equity Warehouse; 2006 Canadian Census; 2006 PALS.

‡ Number too small to express.
 persons with disabilities are not available at the CMA level.

Compared to designated group representation rates within the Supervisors (Crafts and Trades) EEOG in proportion of persons with disabilities (11.1%), but no racialized persons (0.0 %), Aboriginal persons (0.0%) or women (0.0%) as Supervisors (Crafts and Trades).

Skilled Crafts and Trades

thorough and comprehensive knowledge of the pr
tradespersons such as electricians, plumbers, pipefitters, carpenters, millwrights, steamfitters and welders are classified in this EEOG.



Source: 2009 Employment Equity Warehouse; 2006 Canadian Census; 2006 PALS.

* Large coefficient of variation – use with caution.
persons with disabilities are not available at the CMA level.

Compared to designated group representation rates within the Skilled Crafts and Trades Workers EEOG, the organization employs a lower proportion of persons with disabilities (3.4%), a lower proportion of Aboriginal persons (1.7%), no women (0.0%) and no racialized persons (0.0%) as Skilled Crafts and Trades Workers.

Other Manual Workers
or no on-the-job training or a short demonstration .
include trades helpers, labourers and grounds keepers.

his EEOG

Source: 2009 Employment Equity Warehouse; 2006 Canadian Census; 2006 PALS.

- * Large coefficient of variation use with caution.
persons with disabilities are not available at the CMA level.
- ± Number too small to express.

Compared to the designated group representation rates within the Other Manual Worker
EEOG in Canada, Ontario an
women (0.0%), no racialized pe

55.0% for women has surpassed the national employment equity benchmark of 47.9%. It is also higher than the representation rate in all three of its recruitment pools, Canada (47.9%), Ontario (48.9%) and Kingston (50.1%). However, it is apparent that few women are employed in management positions. Of non-management clerical and administrative positions, 90.9% are held by women. In contrast, women are employed in only 43.7% of the more senior positions (*Senior Managers, Middle and Other Managers and Professionals*).

In all three recruitment pools, women are very strongly represented (47.9% or higher) in the following seven EEOGs: *Professionals, Semi-Professionals and Technicians, Supervisors, Administrative and Senior Clerical Personnel, Clerical Personnel, Intermediate Sales and Service Personnel and Other Sales and Service Personnel*.

In contrast, women are strongly represented in only five of the seven traditionally female-dominated EEOGs: *Semi-Professionals and Technicians* (58.9%), *Supervisors* (60.9%), *Administrative and Senior Clerical Personnel* (91.3%), *Clerical Personnel* (90.5%) and *Intermediate Sales and Service Personnel* (46.2%). They are poorly represented in two other female-dominated EEOGs: *Professionals* (42.4%) and *Other Sales and Service Personnel* (34.5%). In *Other Sales and Service Personnel*,

Kingston is the weakest recruitment pool for that EEOG. In *Professionals*, the representation rate for

Ontario is the lowest. In *Professionals* (Ontario). In *Skilled Sales and Service Personnel*, another EEOG with a relatively high proportion of women, the re

5% is lower than the%

Overall, the representation rate for racialized persons availability in Kingston, but is only 42.6% of the workforce availability in Ontario and 60.1% of the workforce availability in Canada.

Racialized persons even though for six of those EEOGs there is local workforce availability of 1.6% to 7.3%.

Of the other seven EEOGs, two (*Professionals and Semi-Professionals and Technicians*), had representation rates that exceeded the workforce availability within Kingston, although workforce availability was much higher in Ontario and nationally.

In Canada, racialized persons are represented at a rate of 15.3% or more in eight EEOGs, not represented at that level within any EEOG.

Racialized persons compared with their availability in the recruitment pools of Ontario and Canada. Immediate steps should therefore be taken to increase recruitment at all levels.

| | Queen's | | | |
|--|---------|------|-------|-------|
| | 9.2% | 5.7% | 21.6% | 15.3% |
| | | % | 11.6% | 8.7% |



The occupational distribution of racialized persons changes as the recruitment pool narrows from Canada to Kingston. recruitment pools for racialized persons (Canada 15.3% and Ontario 21.6%), and one weak recruitment pool (Kingston 5.7%).

census metropolitan area in only three EEOGs. They are higher than the representation rates for Ontario in only two EEOGs and they do not surpass the representation rates of any EEOG nationally.

Aboriginal persons are not represented at all in seven even though for five of those EEOGs there is local workforce availability of over 2%. In Canada, Aboriginal persons are represented at a rate of 3.1% or more in seven EEOGs,

There is a serious underrepresentation of Aboriginal persons across all EEOGs, therefore immediate steps should be taken to increase recruitment at all levels.

| | Queen's | | | |
|--|---------|------|------|------|
| | 1.1% | 2.0% | 1.8% | 3.1% |
| | 0.0% | 0.0% | 1.2% | 2.4% |
| | 0.0% | 1.5% | 1.1% | 1.9% |
| | 0.9% | 1.6% | 1.1% | 1.8% |
| | 0.6% | 0.7% | 0.8% | 0.9% |
| | 1.1% | 1.5% | 1.9% | 3.2% |
| | 2.2% | 2.0% | 1.7% | 2.8% |
| | 1.3% | 1.0% | 1.3% | 2.3% |

With an overall representation rate for Aboriginal persons weakest recruitment pool, Ontario (1.8%), and does not reflect the diversity of (3.1%) or Kingston (2.0%) workforce populations.

In Canada, Ontario and Kingston, Aboriginal persons are strongly represented within the crafts and trades, manual workers and sales and service occupational clusters Aboriginal persons are not represented in either the crafts and trades or the manual workers groups. They are employed in sales and service at the most junior level, within *Other Sales and Service Personnel*.

Aboriginal persons are represented at a rate of 3.1% or more in seven EEOGs nationally: *Semi-Professionals and Technicians* (3.2%), *Skilled Sales and Service Personnel* (3.1%), *Intermediate Sales and Service Personnel* (3.2%), *Other Sales and Service Personnel* (4.7%), *Skilled Crafts and Trades Workers* (3.8%), *Semi-Skilled Manual Workers* (3.7%) and *Other Manual Workers* (5.7%). In contrast, Aboriginal persons are not represented in even though the only recruitment pool with a zero percent representation rate in Kingston is *Senior Managers*. In Canada, 2.4% of *Senior Managers* are Aboriginal persons and in Ontario 1.2% are Aboriginal persons. There is also workforce availability of Aboriginal *Middle and Other Managers* in Canada (1.9%), Ontario (1.1%) and Kingston (1.5%), yet -identifies as Aboriginal.

The representation rate of 0.9% for Aboriginal persons working as *Professionals* is low compared with the rates for Kingston (1.6%), Ontario (1.1%) and Canada (1.8%). One category of *Professionals* is University Professors. Aboriginal persons are not represented strongly as University Professors in Canada (0.9%), On

engineering, industrial instruments), dental hygienists, midwives, ambulance attendants, paralegal workers, graphic designers and illustrating artists, announcers and other broadcasters, coaches.

Non-management first-line coordinators of white-collar (administrative, clerical, sales, and service) workers. Supervisors may, but do not usually, perform any of the duties of the employees under their supervision.

Examples: Supervisors of administrative and clerical workers such as general office clerks, secretaries, word processing operators, receptionists, and switchboard operators, computer operators, accounting clerks, letter carriers, tellers; supervisors of sales workers such as airline sales agents, service station attendants, grocery clerks and shelf stockers, cashiers; and supervisors of service workers such as food and beverage workers, canteen workers, hotel housekeeping, and cleaning workers, dry cleaning and laundry workers, janitors, grounds people, tour guides, parking lot attendants.

Non-management first-line coordinators of workers in manufacturing, processing, trades, and primary industry occupations. They supervise skilled crafts and trades workers, semi-skilled manual workers, and/or other manual workers. Supervisors may, but do not usually, perform any of the duties of the employees under their supervision.

Examples: Supervisors of workers in manufacturing (motor vehicle assembling, electronics, electrical, furniture, fabric, etc.), processing (mineral and metal, chemical, food and beverage, plastic and rubber, textiles, etc.), trades (carpentry, mechanical, heavy construction equipment, printing, etc.), and primary industry (forestry, logging, mining and quarrying, oil and gas, agriculture and farms, etc.).

Workers in these occupations carry out and coordinate administrative procedures and administrative services primarily in an office environment, or perform clerical work of a senior nature.

Examples: Administrative officers, executive assistants, personnel and recruitment officers, loan officers, insurance adjusters, secretaries, legal secretaries, medical secretaries, court recorders, property administrators.

Highly skilled workers engaged wholly or primarily in selling or in providing personal service. These workers have a thorough and comprehensive knowledge of the processes involved in their

Manual workers who perform duties that usually require a few months of specific vocational on-the-job training. Generally, these are workers whose skill level is less than that of skilled crafts and trades workers, but greater than that of elementary manual workers.

Examples: Truck drivers; railway yard workers; long shore workers; material handlers; foundry workers; machine operators (plastics processing, chemical plant, sawmill, textile, pulp mill, tobacco, welding); workers assembling, inspecting, or testing products (motor vehicles, boats, electrical motors, furniture).

Workers in sales and service jobs that generally require only a few days or no on-the-job training. The duties are elementary and require little or no independent judgment.

Examples: Sales service station attendants, grocery clerks, and shelf stockers, cashiers. Service security guards, janitors, kitchen and food service helpers, dry cleaning and laundry occupations, attendants in recreation and sport.

Workers in blue collar jobs which generally require only a few days or no on-the-job training or a short demonstration. The duties are manual, elementary, and require little or no independent judgment.

Examples: Helpers and labourers in construction and other trades (plumber assistants, carpenter helpers, refrigeration mechanic helpers, surveyor helpers), garbage collectors, road maintenance workers, railway labourers, tobacco or fruit pickers, landscape labourers, fish farm helpers, roustabouts, roughnecks, swampers, labourers in processing industry.

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