> **This ERG was the deciding factor of coming to Queen's. Now that I am here, I need it for my very survival.**

> **Our ERG has been a lifeline to many.**

-

Opportunities: What are ERGs asking for?

1. VPCEI   C
     C   E   I

                 H   E
 H E   H   H   D
F

2. Collective   E G

11. Supervisor and Manager support

E G

E G

12. Senior Leadership endorsement   G

E G

Office of the VPCEI

1. Adminis

Professional Development

16. Senior Leadership   E

     E   G

17. Supervisor and Managers   E

     E   G

     E   G   D

     E   G

18.Joining an ERG   G

24. I-EDIAA   E

ED AA

- **Intersectionality**

          F   E G
      A   C

- **Allies**
  A   E G
                          E G

                              E G

                          E G

  A   E G F   E G

- **Remote Employees**

- **Engaging our Alumni**   E G
                                              B
      A   C

Processes and Frameworks

1. Employee Resource Groups

E   G   E G   C

A

1. Contact Human Rights and Equity Office - An Equity Advisor will be assigned to support you through the process. Human Resources will also provide support where necessary.

2. Gauge Interest – This can be done through a survey, focus groups, or simply talking to other potential members. Identify at least five founding members who are willing to assume leadership roles.

3. Register – Register with the Office of the VPCEI. Although employees can choose to meet and support each other informally, it is typically a good idea to cue the university to the group's formation. This will then allow you to apply for funding and garner administrative support from this office, and perhaps other units and individuals on campus as well.

4. Secure Time – The Office of the VPCEI can help your leadership members secure reasonable and compensated time for the ERG work they do during their leadership term (this could look like several hours a week for one- or two-year term).

5. Set Goals - Define the mission, vision, and values of the ERG, and how it will both support both its members and the university. Decide the name of the ERG. Submit goals to the Office of the VPCEI.

6. Terms of Reference – Write a founding document that accounts for the formation, governance, and operating principles of the ERG, including the role of the Executive Sponsor, budgetary guidelines, term limits, and communication and meeting requirements. Submit document to the

Purpose
The purpose (Vision and Mission) should be clear and articulated in a way that is easy to understand for its members and

Sources and Resources

[1] Source: ERG-Playbook-final.pdf (ergscenter.com)

[2] Source: Toolkit for Developing a D&I Strategy (icdi.ca)

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[4] Source: Cooperrider, D. L., & Whitney, D. K. (2005). Appreciative inquiry: A positive revolution in change. Berrett-Koehler.

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[6] Source: https://www.queensu.ca/strategy/

[7] Source: https://www.queensu.ca/principal/edii/declaration-commitment-address-systemic-racism

[8] Source: https://www.queensu.ca/principal/i-ediaa/scarborough-charter

[9] Source: https://www.queensu.ca/campuswellnessproject/campus-wellbeing-framework

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[11] Source: https://www.queensu.ca/principal/strategy/community-engagement

[12] Source: https://www.queensu.ca/forward/initiatives/principals-action-group-against-racism-and-diversity

[13] Source: https://www.queensu.ca/indigenous/truth-and-reconciliation/committees-and-working-groups