

Standards for Creating Safe, Respectful, and Equitable Workplaces

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Roadmap

- Purpose, Rationale, and Application of Standards
- Definitions
- Development Process
- Areas
 - Leadership and Accountability
 - Policies and Guidelines
 - Reporting and Response
 - Education and Training
- Promising Practices



Purpose, Rationale, and Application

Purpose

- Prevent and address gender discrimination and sexual harassment in Jewish workplaces
- Promote safety, respect, and equity overall
- Legal compliance
- Transparency and accountability

Rationale

- Jewish values
- Legal obligations
- Ethical obligations
- Realities of Jewish workplaces and communal spaces

Application

- Physical, verbal, or sexual interactions
- In person and online interactions
- People of all genders

Difference between standards, policies, promising practices



Development Process



Review of Existing Standards

- The American Federation of Labor and Congress of Industrial Organizations (AFL-CIO) Code of Conduct
- DOJ's New Initiative to Combat Sexual Harassment in the Workplace
- EEOC's Select Task Force On The Study Of Harassment In The Workplace
- Facebook's Policy on Sexual Harassment and Unconscious Bias Video Modules and References
- Fair Foods Council Code of Conduct
- InterAction's Pledge On Preventing Sexual Abuse, Exploitation, And Harassment By And Of NGO Staff
- Press Forward's Rules of Engagement
- SAG-AFTRA Code of Conduct on Sexual Harassment
- Society for Human Resource Management's (SHRM) Anti-harassment Policy and Complaint Procedure
- Tofurky Company's Charitable Giving Program Policy on Gender Discrimination and Harassment

Consultants

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Definitions from the EEOC

Discrimination

“It shall be an unlawful employment practice for an employer (1) to fail or **refuse to hire or to discharge** any individual, or otherwise to discriminate against any individual with respect to his **compensation, terms, conditions, or privileges of employment**, because of such individual’s... sex...; or (2) to limit, segregate, or classify his employees or applicants for employment in any way which would deprive or tend to **deprive any individual of employment opportunities** or **otherwise adversely affect his status** as an employee, because of such individual’s... sex...”

Harassment

“Workplace harassment is **unwelcome or offensive conduct** in the workplace that: (a) is **based on sex** (including sexual orientation, pregnancy, and gender identity)...; and (b) is **detrimental** to an employee's work performance, professional advancement, and/or mental health.”

Sexual Harassment

- **Come-ons** that are sexual in nature
- **Put downs** that are sex based but not sexual in nature



Leadership and Accountability

Area I

Who:

Leaders, including senior management (paid and non-paid), clergy, and boards

What:

Legally and ethically obligated to prevent and address discrimination and harassment.

How:

- Communicating importance of diverse and inclusive workplace that is free of discrimination and harassment
- Stating values and modeling behaviors
- Allocating time, money, and other resources
- Relevant laws

Policies and Guidelines

Area II

Non-discrimination Policies

Prohibit gender discrimination regarding the terms, conditions, or privileges of employment, including hiring, promotion, pay, benefits, evaluations, and work conditions.

Anti-Harassment Policies

Prohibit sexual harassment by or of an employee that occurs within a work context, whether on or off the workplace site. Outline prohibited conduct that is not limited to legally actionable behavior and include examples.

- Empower targets and witnesses to report
- Empower bystanders to intervene
- Prohibit retaliation

Reporting and Response Procedures

Area III

Establish impartial procedures for:

- Reporting
- Tracking
- Investigating
- Responding

Treat all complaints seriously, respectfully, and urgently

Process should be communicated and disseminated regularly and be accessible

Proportionate and consistent corrective action will be imposed when harassment or discrimination has been found to have occurred

Education and Training

Area IV

- Train employees across all organizational levels
- Training regarding discrimination, harassment, prevention, intervention, and response
- Training in relevant organizational policies and procedures

Training Format – Comprehensive, interactive, properly resourced, qualified trainers

Required Modules – Legal compliance

Tailored Training – Address needs and legal requirements of specific employee cohorts



Safety
Respect
Equity

Additional Standards to Consider

Creating Lasting Change



Safety
Respect
Equity

Other forms of discrimination and harassment

Relationship to Known Harassers

- Jewish workplaces should reevaluate their relationships to affiliated individuals who have been found to have engaged in discrimination, harassment, or assault. This reevaluation should include reconsidering their usage of the funds or services these individuals provide to the organization

Parental leave

- Equally to all parents, regardless of gender identify, sexual orientation, or marital status and to those fostering or adopting
- Medical leave related to pregnancy, delivery, and recovery

Romantic Relationships

- Policy that addresses romantic relationships and abuses of power

Sharing of Information

- Targets of harassment or discrimination should be informed of disciplinary measure
- Process for protecting other Jewish workplaces when providing referrals for employee who was found to have discriminated, harassed, or engaged in prohibited behaviors
- Compile annual discrimination and harassment incident data to be made publicly available in an anonymous aggregated report

Training

- Provide training that helps leaders identify and assess risks
- Bystander intervention, respectful workplaces, unconscious bias

Next Steps

- Take the Diagnostic, set goals in your intake call, review and use the Playbook
- Check out resources on the SRE website including expert consultants
- Review the documents that were used to create the Standards (listed on slide 4)
- Think about this as a management issue
- Talk to your peers



Safety
Respect
Equity