

Diversity Equity and Inclusion Policy of the Prospect Heights Neighborhood Development Council, Inc.

The Prospect Heights Neighborhood Development Council, Inc. (the “Council”) is committed to fostering a diverse, inclusive, and equitable working environment and organization where any and all employees, contractors, volunteers, board officers and members, committee chairs and members, Council members and the greater community, and other programming participants and audiences, whatever their gender, race, ethnicity, national origin, age, sexual orientation or identity, education or disability, feel valued and respected. We are committed to a nondiscriminatory approach and provide equal opportunity for leadership roles, advocacy, programming and general participation that are reflective of demographics of the Prospect Heights neighborhood, and borough and city in which the neighborhood is situated. We respect and value diverse life experiences and heritages, and ensure that all voices are valued and heard.

We are committed to modeling diversity and inclusion for civic and community engagement in the Prospect Heights neighborhood, and to maintaining an inclusive environment with equitable treatment for all.

To promote equitable neighborhood advocacy and community engagement, the Council strives to:

- See diversity, inclusion, and equity as connected to our mission and critical to ensure the well-being of our employees, contractors, volunteers and members, and the Prospect Heights community we serve.
- Undertake programming that features different cultures, experiences and subject matter, and that also attracts diverse audiences.
- Provide services and opportunities that benefit and provide platforms for all residents, businesses and community members of all demographics.
- Challenge potential underlying, unquestioned assumptions that interfere with inclusiveness.
- Advocate for and support board-level thinking about how systemic inequities impact our organization’s work, and how best to address that in a way that is consistent with our mission.
- Practice and encourage transparent communication in all interactions.
- Commit time and resources to expand more diverse leadership within our board, staff and committees.

- Lead with respect and tolerance. We expect all Council leaders and employees to embrace this policy and to express it in Council-related programs and interactions.

The Council abides by the following action items to help promote diversity and inclusion in our organization:

- Establish organizational structure and designated roles for continuous monitoring of progress and proposal of specific initiatives with respect to diversity and inclusion.
- Survey Council membership and undertake targeted outreach to underrepresented groups to nurture membership makeup that is reflective of neighborhood demographics.
- Encourage and maintain diversity in Council leadership through nomination and selection processes.
- Promote consistent messaging for Council events that communicates the Council's commitment to serve and reflect the diversity of the Prospect Heights neighborhood and greater community.
- Establish protocol for running and moderating Council meetings in a manner that fosters inclusivity, respectful discourse and opportunities for diverse participation.
- Maintain communication channels to receive commentary on the Council's attainment of our diversity, equity and inclusion goals.
- Evaluate compliance with and revisit and update the Council's diversity policy and action items annually.