

Executive Summary – DEI Survey and Priority Action Steps

Daily Work is an organization of great, dedicated people who work with great, dedicated people to secure higher-paying and more meaningful jobs. There is no disputing the importance of services or the kindness and respect of its people.

But there is an elephant in the room. The decision makers at Daily Work are predominately white, upper-middle class, while job seekers are mostly low-income, immigrants, and people of color. Reasons for this tie back to Daily Work's founding. Within St. Paul's Lutheran Churches, the more established and white, congregation members noticed the work and income inequalities of their immigrant and BIPOC members. Daily Work formed to open career doors for these members, which also meant addressing the racial and prejudicial ugliness that cements job inequalities.

Daily Work's job seekers reach their goals because services aren't about doing something *to* or *for* job seekers. Instead job seekers are supported with a process to identify and address the systemic, environmental, cultural, educational, and economic issues that keep them stuck in low-paying, seasonal work.

We know that our services would be even more meaningful and make more impact if Daily Work had a larger pool of perspectives and experiences from which to draw resources. But this raises a few questions. What don't we know? What does inclusion mean for us? How can we be more intentional and eliminate the unintentional?

Our first actions were to draft a Diversity, Equity, and Inclusion (DEI) Statement and form a DEI Committee. Next, we identified a means to assess the inclusiveness of our current operations. Using the [Charities Review Council's Diversity, Equity and Inclusion Toolkit](#), we distributed a survey to all our stakeholders that included questions about:

- How **people** are reflected within the organization and how diverse it is
- How our **processes** demonstrate a culture of inclusion
- How our **structures** support power equity in decision making

Thank you to all who made their voices heard. Your answers helped create the foundation for Daily Work's DEI Priority Action Steps.

Although we are still working on a plan to act on the recommendations, the survey results are clear. Daily Work is doing many things well...and there is room to grow by ensuring job seeker voices are at the decision-making table. To do this effectively, Daily Work must increase its awareness and engagement among job seeker communities.

There is much more to come as we strive to get better and do more.

The priorities identified by the DEI Committee follow on the next page.

Diversity, Equity and Inclusion (DEI) Priority Action Steps

Adopted by Daily Work Board of Directors on December 13, 2021

Actions developed from survey data collected in August 2021

People: Actions to engage more diverse voices

1. Engage intentionally with job seekers to ensure their voices are part of the conversation on an ongoing basis. (e.g., focus groups, evaluation with St. Catherine University, surveys).
2. Increase awareness of Daily Work among people and agencies more representative of our job seekers.
3. Determine benchmark data sources for informing goals related to the diversity of people served.
4. Undertake a guided board discussion around what is Daily Work's definition of "representation", followed by a plan for increasing our representation and inclusion across all stakeholder groups.

Processes: Actions to develop a more inclusive organizational culture

5. Conduct a focus group with staff to better understand why their ratings were lower than other stakeholder groups.
6. Ensure the questions of collaboration and program direction are addressed in the strategic planning process and ensure the process is inclusive of job seeker input.

Power: Actions to ensure decisions lead to greater equity

7. Create a culture of input and feedback that includes developing a plan for creating formal mechanisms for participation and input from job seekers and other agencies.
8. Develop language that highlights how Daily Work's focus on meeting job seekers where they are and empowering them demonstrates the equity practices embedded in our approach.

Additional Areas

9. Research other survey tools for future evaluation of Daily Work's DEI practices.
10. Share a summary of the survey results and action steps with Daily Work constituents.