



Province of Prince Edward Island

**Diversity and Inclusion Strategy
2022-2025**

Public Service Commission

SHAPE THE
Future

CONTENTS

DIVERSITY AND INCLUSION	3
MESSAGE FROM THE MINISTER	4
MESSAGE FROM THE CEO	5
INTRODUCTION	6
PEI PUBLIC SERVICE COMMISSION	7
COMMITMENT TO DIVERSITY & INCLUSION	8
DIVERSITY AND INCLUSION STRATEGIC GOALS	9
GOAL: BUILDING AN INCLUSIVE & DIVERSE PUBLIC SERVICE	10
GOAL: ESTABLISHING A SAFE & INCLUSIVE CULTURE	11
GOAL: ENSURING INCLUSIVE & DIVERSE INNOVATIVE PRACTICES	14
MOVING FORWARD	17
ACKNOWLEDGMENTS	18

SHAPE THE
Future

Diversity

Diversity is the range of visible and invisible qualities, experiences and social and cultural identities that shape who we are, how we think and how we engage with, and are perceived by the world. These can be along the dimensions of age, skin colour, gender, national origin, ethnicity or physical/mental ability, and also includes other dimensions such as economic status, sexual orientation, gender identity, education level, family status, thinking styles, geographic location, first language, immigration/refugee status, socioeconomic background, religious/spiritual beliefs, or political ideologies and many more. They can also include differences such as personality, style, capabilities, and thoughts/perspectives.

Inclusion

Inclusion is an attitude and approach that embraces diversity in the workplace where all employees feel valued and have a sense of belonging within an organization that applies the principles of equity and fairness in all aspects of its policies, practices, procedures and service delivery. An inclusive environment enables individuals and groups to feel safe, respected, engaged, motivated, and valued, for who they are and for their contributions toward organizational and societal goals.



A group of employees attending the 2018 PEI Pride Parade.

MESSAGE FROM THE MINISTER



As the Minister responsible for the Public Service Commission, it is a great privilege for me to be part of this important initiative that promotes the government's commitment to creating a respectful workplace culture that values diversity and inclusion where everyone feels engaged, respected and safe. We acknowledge that our collective personal uniqueness is what enriches and sustains our Island values. As such, we are mindful that our communities and population continue to evolve, and the needs are constantly changing.

The Prince Edward Island Public Service Commission Diversity and Inclusion Strategy (2022-2025) outlines our priorities and goals as we experience the changing demographic trends within the civil service to represent the broader population. We are committed to implementing this Strategy to build an inclusive, strong and resilient workforce. This objective is in alignment with our agenda as a government in advancing people-centred policies and programs that are driven by facts, fairness, transparency, engagement, and accountability.

Islanders expect efficiency and excellence in service delivery from their government. As part of my mandate, I continue to provide progressive leadership by engaging and supporting the Public Service Commission in building a workforce capacity that is representative of the province's diversity; while championing the integration of the Diversity and Inclusion Strategy (2022-2025) into government departmental business plans and strategic initiatives.

It is our collective responsibility as civil servants to practice applying an inclusion lens at all levels of our program planning, decision-making and service delivery. As we continue to support a safe and inclusive workplace culture, let us be guided by our core principles that recognize and value individual uniqueness. Therefore, reaping the immense benefits that diversity and inclusion bring to the public service.

I look forward to continuing to build a culturally competent public service that is reflective of our population and the people we serve.

A handwritten signature in black ink, appearing to read 'Darlene Compton'. The signature is stylized with loops and a long horizontal stroke at the end.

Hon. Darlene Compton
Deputy Premier
Minister of Finance

MESSAGE FROM THE CEO



In December 2019, the Government of Prince Edward Island endorsed the current Diversity and Inclusion Policy (2019). The Public Service Commission, the leading agency responsible for advancing innovative human resource practices and excellence in the civil service, initiated action to implement the Policy within all government departments and agencies.

We are pleased to launch the Diversity and Inclusion Strategy 2022-2025. Multiple evidence-based sources have informed the development of this Strategy, including data from meetings held with the Diversity and Inclusion Advisory Committee, consultations held with external stakeholders representing diverse communities, review of cross-jurisdictional trends and best practices, employee survey data and comprehensive literature search and studies.

We strongly focus on establishing diversity and inclusion values, strive to provide and uphold an engaging and culturally competent workforce and foster the development of a labour force that is representative of our community. We recognize that our population continues to grow, and demographics change over time. We focus on innovative policies and inclusive and accessible services to all government employees, local stakeholders and communities.

We share the responsibility to attract highly skilled individuals into our workforce and remove barriers and challenges faced by diverse groups. We encourage all departments and agencies to foster a respectful and inclusive workplace culture that values and respects all forms of social and cultural identities. Research demonstrates that recognizing diversity within our workforce and fostering a more accepting and respectful workplace culture enhances the quality of the services we deliver to the public. It will also increase employee engagement and well-being and improves business performance and profitability.

Our new Diversity and Inclusion Strategy is a proactive action plan. This Strategy aligns with our guiding principles and core public service values for the civil service: *respect, integrity, accountability and excellence*. The Strategy has set clear, specific and measurable performance indicators for all levels of the civil service, which will be critical in monitoring successes and gaps in diversity and inclusion programs.

This Strategy provides us with foundational principles of creating work environments that promote learning, diversity, inclusion, collaboration, innovation and responsiveness to successfully deliver service excellence, benefiting you and our Island community.

Tanya Rowell, CPHR
Chief Executive Officer
Public Service Commission

INTRODUCTION

The Government of Prince Edward Island is committed to strengthening diversity within our workforce and building a welcoming and inclusive workplace that enhances the quality of services we deliver to the people of Prince Edward Island.

As Prince Edward Island continues to become more diverse, our public service must continue to build a more diverse workforce that is representative of the population we serve. Building a diverse and skilled workforce that reflects the diversity of our employees and all Islanders leads to continuous improvement in service delivery as a result of improved understanding of the diverse needs of the population. Diverse workforces have proven to be more capable than their counterparts in innovation, creativity, engagement, and decision making.

However, diversity alone is not sufficient to achieve these advantages. It is necessary to establish an inclusive culture that enables individuals and groups to feel safe, respected, engaged, motivated, and valued for who they are and for their contributions towards organizational goals. Utilizing the contributions of employees with diverse backgrounds, experiences, and perspectives benefits all staff and clients.

The Diversity and Inclusion Strategy (2022-2025) will help Government of Prince Edward Island departments and agencies to embrace fairness, equity and diversity, in the development of their policies and programs, eliminate barriers, and develop work environments that promote diversity and inclusiveness.

The Diversity and Inclusion Strategy (2022-2025) was developed utilizing information gathered from internal and external stakeholders and a comprehensive review of best practices in other jurisdictions. The Strategy builds on the goals and objectives of the 2019 Diversity and Inclusion Policy (2019) by developing strategies, actions, responsibilities, and measures of success.

The Diversity and Inclusion Policy (2019) and Diversity and Inclusion Strategy (2022-2025) are initiatives developed by the PEI Public Service Commission.



A group of employees participating in Indigenous Blanket Exercise as part of the Leaders in Action Program 2018.

PEI PUBLIC SERVICE COMMISSION

VISION

Human Resource Excellence in Public Service.

MISSION

Working as a professional and strategic human resources partner with the public service to provide safe, healthy, engaging, productive and inclusive work environments that promote learning, diversity, collaboration, innovation and responsiveness to successfully deliver excellence in human resources services benefitting our Island community.

VALUES

Respect | Integrity | Accountability | Excellence

GOALS

Innovative Human Resource Planning and Talent Management

Developing our People and our Leaders

Creating an Engaging, Safe, and Inclusive Workplace

Building a Culture of Continuous Improvement

ABOUT

The PEI Public Service Commission is an independent and impartial agency established by the *Civil Service Act*. It provides leadership and coordination of a full range of human resource services in the civil service and support to the broader provincial public sector. The *Civil Service Act* outlines the Public Service Commission's mandate to foster the development of a Provincial Public Service that is representative of the diverse population we serve.



Erin Taylor, Manager, Climate Change Secretariat, receiving the 2020 Leadership Award for Diversity and Inclusion in the Public Service from Premier Dennis King.

COMMITMENT TO DIVERSITY AND INCLUSION

The PEI Public Service Commission is committed to developing a welcoming and inclusive workforce that is representative of PEI's diversity and where employees make valuable contributions and are proud and inspired to shape the future of our Island community. The goals, objectives, strategies, and actions of the Diversity and Inclusion Policy (2019) and Diversity and Inclusion Strategy (2022-2025) were designed to align with the mission, vision, values, and goals of the PEI Public Service Commission.



Multicultural education session being held at the Confederation Centre Public Library.

Strategic Goals

Building an Inclusive & Diverse Public Service
Establishing a Safe & Inclusive Culture
Ensuring Inclusive & Diverse Innovative Practices

GOAL: BUILDING AN INCLUSIVE & DIVERSE PUBLIC SERVICE

#	STRATEGIES AND ACTIONS	RESPONSIBILITY	MEASURES OF SUCCESS
1.1 Enhance and support the screening, selection and recruitment processes for members of diversity groups.			
1.1.1	Ensure job postings and interview processes are inclusive and accessible.	Public Service Commission Departments and Agencies	Number of job postings with a diversity and inclusion value statement Number of enhancements for interview accommodations
1.1.2	Review current hiring processes and identify any barriers to inclusion and areas for improvement.	Public Service Commission Departments and Agencies	Number of processes reviewed Number of barriers identified
1.1.3	Support the recruitment of diverse talent by sharing job postings with external stakeholders, agencies and service providers.	Public Service Commission Departments and Agencies	Number of employment opportunities shared with external groups Number of referrals from external groups
1.1.4	Support the recruitment of diverse talent by attending career fairs and networking events at colleges and universities.	Public Service Commission	Number of career fairs and networking events attended
1.1.5	Promote government's commitment to diversity and inclusion both internally and externally.	Public Service Commission Communications and Public Affairs	Number of internal and external communications promoting government's commitment to diversity and inclusion
1.1.6	Support employees from diversity groups so they can better navigate career development and advancement (e.g. mentorship, leadership training cohorts, etc.).	Public Service Commission Departments and Agencies	Number of employees from diversity groups participating in leadership development opportunities (e.g. Leaders in Action) and Career Planning Sessions
1.1.7	Promote the Diversity Talent Pool and Diversity Employment Program internally and externally.	Public Service Commission Communications and Public Affairs Departments and Agencies	Number of marketing and communications activities supporting the Diversity Talent Pool and Diversity Employment Program

GOAL: ESTABLISHING A SAFE & INCLUSIVE CULTURE

#	STRATEGIES AND ACTIONS	RESPONSIBILITY	MEASURES OF SUCCESS
2.1 Enhance awareness, engagement, and understanding of diversity and inclusion through training, participation, and recognition.			
2.1.1	Develop an Unconscious Bias Webinar for staff.	Public Service Commission Departments and Agencies Employees	Number of employees who have completed the Unconscious Bias Webinar
2.1.2	Enhance Leadership Development and Orientation training opportunities to educate participants on the importance of diversity and inclusion.	Public Service Commission Departments and Agencies	Number of Orientation and Leadership Development training programs reviewed and enhanced
2.1.3	Assess existing diversity and inclusion training opportunities and address potential gaps.	Public Service Commission	Number of existing training opportunities assessed Number of new diversity and inclusion training opportunities offered annually
2.1.4	Encourage employees to include diversity and inclusion training opportunities in professional development plans.	Public Service Commission Departments and Agencies	Number of participants in new and existing diversity and inclusion training opportunities
2.1.5	Broaden Public Service Week events to promote additional diversity and inclusion sessions.	Departments and Agencies	Number of Public Service Week events promoting diversity and inclusion
2.1.6	Recognize, promote, and celebrate diversity and inclusion.	Public Service Commission Departments and Agencies	Number of Multicultural holidays or celebrations recognized, promoted, or celebrated within departments

GOAL: ESTABLISHING A SAFE & INCLUSIVE CULTURE

#	STRATEGIES AND ACTIONS	RESPONSIBILITY	MEASURES OF SUCCESS
2.2 Continue to cultivate a supportive, welcoming, and inclusive work environment.			
2.2.1	Develop and implement guidelines to support gender diverse employees.	Public Service Commission Departments and Agencies	Guidelines completed and disseminated among directors, managers and supervisors and provided to HR staff to support gender diverse employees
2.2.2	Implement an updated Respectful Workplace Policy.	Public Service Commission Communications and Public Affairs Departments and Agencies	Respectful Workplace Policy is finalized and communicated to staff
2.2.3	Develop a statement on Safer Spaces.	Public Service Commission	Statement on Safer Spaces is developed and communicated to staff
2.2.4	Research opportunities for multifaith spaces.	Public Service Commission Department of Transportation and Infrastructure	Space for faith inclusion is identified
2.2.5	Encourage staff to share innovative strategies to cultivate supportive, welcoming, and inclusive work environments.	Public Service Commission Departments and Agencies	Innovative strategies are shared with the PSC Diversity Office and highlighted in departmental Diversity and Inclusion Plans
2.3 Enhance staff understanding of the Diversity and Inclusion Policy (2019), Diversity and Inclusion Strategy (2022-2025), and related programs and services.			
2.3.1	Educate staff and management on their roles and responsibilities and the importance of the Diversity and Inclusion Policy (2019), Diversity and Inclusion Strategy (2022-2025), priorities, and related programs.	Public Service Commission Departments and Agencies	Communication plan is developed with clear messaging related to diversity and inclusion and roles and responsibilities Number of departments and agencies that hold a diversity and inclusion session as part of their staff days and/or division meetings

GOAL: ESTABLISHING A SAFE & INCLUSIVE CULTURE

#	STRATEGIES AND ACTIONS	RESPONSIBILITY	MEASURES OF SUCCESS
2.3 Enhance staff understanding of the Diversity and Inclusion Policy (2019), Diversity and Inclusion Strategy (2022-2025), and related programs and services.			
2.3.2	Ensure information on diversity and inclusion is up-to-date, easy to find, and accessible to all staff.	Public Service Commission	Information on diversity and inclusion is centralized and updated on an annual basis
2.4 Ensure government buildings have better accessibility for all.			
2.4.1	Support the Department of Transportation and Infrastructure to conduct accessibility audits of government buildings.	Department of Transportation and Infrastructure Public Service Commission	Number of accessibility audits conducted
2.4.2	Work with the Department of Transportation and Infrastructure to implement recommendations from accessibility audits.	Department of Transportation and Infrastructure Public Service Commission	Number of accessibility audit recommendations implemented
2.4.3	Create more gender-neutral washrooms within government buildings.	Department of Transportation and Infrastructure	Number of gender-neutral washrooms created
<p><i>"Islanders are at the centre of Access PEI's new service delivery strategy. We strive to improve the service delivery experience for citizens. To achieve our goals, we will need committed and diverse staff. The diversity program is a tool we will continue to leverage in our search for quality employees.</i></p> <p><i>Access PEI sees value in diversity hiring practices including the following benefits: 1) Talent Acquisition - Attracting quality human resources is becoming difficult in today's competitive market. Diversity hiring allows Access PEI to expand our talent pool search. The staff we have hired from the Diversity Program have been consistently motivated, eager to learn and knowledgeable. 2) Innovation - Access PEI serves all Islanders and we constantly challenge ourselves to improve the citizen's experience. Diversity in the workplace brings new perspectives and ideas to service delivery that will help drive innovation. 3) Trust and Public Confidence - At Access PEI, we believe that our sites should reflect the communities we serve and that includes our staff compliment. Our communities on PEI are becoming increasingly diverse; therefore, we feel a staff compliment that is equally diverse will create trust between citizens and government. A high level of trust in government will increase the efficiency and effectiveness of government operations."</i></p> <p>Mark Arsenault Chief Citizen Experience Officer (CCXO) Access PEI</p>			

GOAL: ENSURING INCLUSIVE & DIVERSE INNOVATIVE PRACTICES

#	STRATEGIES AND ACTIONS	RESPONSIBILITY	MEASURES OF SUCCESS
3.1 Support the collaborative implementation of the Diversity and Inclusion Policy (2019) and Diversity and Inclusion Strategy (2022-2025).			
3.1.1	Support departments and agencies in developing Diversity and Inclusion Plans with specific objectives, strategies, and measurements of success.	Public Service Commission Diversity and Inclusion Advisory Committee Departments and Agencies	Number of departments and agencies that develop Diversity and Inclusion Plans Number of departments and agencies that submit a Diversity and Inclusion Annual Activity Report to the Public Service Commission
3.1.2	Incorporate Diversity and Inclusion Plan goals and objectives into departmental business plans and strategic initiatives.	Departments and Agencies	Senior leaders incorporate Diversity and Inclusion Plan goals and objectives into business plans and strategic initiatives
3.1.3	Ensure Diversity and Inclusion Advisory Committee members support their departments and agencies with the implementation of the Diversity & Inclusion Strategy (2022-2025) and the development of Diversity and Inclusion Plans.	Diversity and Inclusion Advisory Committee Leaders in Departments and Agencies	Number of departments that engage the Diversity and Inclusion Advisory Committee representative to support Strategy implementation, idea generation, and departmental initiatives
3.1.4	Prepare and distribute a Diversity and Inclusion Annual Report summarizing all activities supporting the Diversity and Inclusion Policy (2019) and Diversity and Inclusion Strategy (2022-2025).	Public Service Commission	Completion of Diversity and Inclusion Annual Report
3.1.5	Seek to expand the resources of the Diversity & Inclusion section of the Public Service Commission to support the implementation of the Diversity and Inclusion Strategy (2022-2025).	Public Service Commission	Diversity and inclusion resources are expanded

GOAL: ENSURING INCLUSIVE & DIVERSE INNOVATIVE PRACTICES

#	STRATEGIES AND ACTIONS	RESPONSIBILITY	MEASURES OF SUCCESS
3.2 Improve collection and analysis of diversity and inclusion data.			
3.2.1	Create opportunities for self-identification within the Peoplesoft Human Resource Management System and Employee Engagement Survey.	Public Service Commission	Number of employees choosing to self-identify
3.2.2	Enhance the Employee Engagement Survey to collect emerging data on diversity and inclusion.	Public Service Commission	Quantitative and qualitative data collected through the employee engagement survey on diversity and inclusion
3.2.3	Evaluate collected data to identify barriers to inclusion and gaps in representation.	Public Service Commission	Trends and areas for follow-up and improvement are identified
3.2.4	Communicate findings and specific opportunities for improvement to senior management and employees.	Public Service Commission Departments and Agencies	Opportunities for improvement communicated to senior management and staff

"The Climate Action Secretariat has been working to add diversity and inclusion principles to our work. We regularly participate in diversity and inclusion training opportunities, including those offered through the Public Service Commission. We are taking what we're learning and applying it to shape our programs and services and our daily interactions with clients and colleagues. We are also leading the development of our Department's Diversity and Inclusion Plan."

Erin Taylor (she/her/hers)
 Manager, Climate Action Secretariat
 PEI Department of Environment, Energy and Climate Action

GOAL: ENSURING INCLUSIVE & DIVERSE INNOVATIVE PRACTICES

GOAL: ENSURING INCLUSIVE & DIVERSE INNOVATIVE PRACTICES			
#	STRATEGIES AND ACTIONS	RESPONSIBILITY	MEASURES OF SUCCESS
3.3 Educate senior management on their role in diversity and inclusion and its impact on the workplace.			
3.3.1	Provide senior leaders with specific training opportunities to build understanding of diversity and inclusion.	Public Service Commission Departments and Agencies	Number of specific diversity and inclusion training opportunities Number of senior leader participants
3.3.2	Encourage leaders at the senior level to become visible champions of diversity and inclusion.	Senior leaders in Departments and Agencies	Number of annual nominations for the Premier's Diversity Leadership Award Senior leaders utilize the Diversity Talent Pool for resources when possible Senior leaders identify department-specific diversity and inclusion promotions, programs and support systems

"The English/French as an Additional Language Section values the diversity brought into our Island school system and our communities by families who speak languages other than French and English. Our new Islanders depend on an education system that is welcoming, inclusive, accepting and reflective of our diversity as a province. The EAL/FAL section celebrates all facets of diversity with our additional language learners across the province and within our own staff. We work with our provincial and interprovincial partners to incorporate ongoing professional development for staff and the greater public-school system that promotes the principles of diversity, equity and inclusion. As educators, we will continue to seek avenues in which our new language learners feel valued and accepted for who they are and what they bring to PEI. Together, we will continue to learn and grow."

Janet Perry-Payne

English/French as an Additional Language (EAL/FAL) Program Administrator
Department of Education and Lifelong Learning

MOVING FORWARD

The PEI Public Service Commission is committed to cultivating a respectful workplace culture that values diversity and inclusion where everyone feels engaged, respected and safe. The Diversity and Inclusion Strategy (2022-2025) will act as a roadmap, helping the PSC explore our goals and more firmly link us to our values of respect, integrity, accountability, and excellence.

The PSC will work with all PEI Government departments and agencies to create unique Diversity and Inclusion Plans based on the goals and objectives put forth in the Diversity and Inclusion Policy (2019) and Diversity and Inclusion Strategy (2022-2025).

The departmental strategies and success stories in the Diversity and Inclusion Plans will be incorporated into the Diversity and Inclusion Annual Report. The Annual Report will recognize efforts being made to enhance diversity and inclusion within the Government of PEI. The PSC will continue these efforts as we promote innovation, diversity, and inclusion within our workplace to shape the future of our Island community.

By developing clear and concise measures to track diversity and inclusion efforts and outcomes, the PSC will be able to evaluate progress as it continues to position the public service as an employer of choice for all.



Smudging ceremony performed by Junior Peter-Paul at a diversity-training event 2018.

ACKNOWLEDGEMENTS

The PEI Public Service Commission (PSC) would like to acknowledge and thank:

- The PSC Diversity and Inclusion Advisory Committee for supporting the development of the Diversity and Inclusion Strategy (2022-2025);
- The staff from the Policy and Evaluation Division of the Department of Agriculture and Land that provided support to analyze feedback from the consultation process;
- Interjurisdictional Public Service Commissioners Sub-committee on Diversity and Inclusion and all provincial jurisdictions for sharing valuable information, best practices, and assisting with the strategic development process;
- Communications and Public Affairs for assistance with the design and release of the Diversity and Inclusion Strategy (2022-2025);
- A special thank you to the Immigrant and Refugee Services Association PEI, ResourceAbilities, Tremploy Inc., Mi'kmaq Confederacy of PEI, Women's Network PEI, Pride PEI, members of BIPOC groups and PEERS Alliance for sharing impactful information that was instrumental in the development of the Diversity and Inclusion Policy (2019) and Diversity and Inclusion Strategy (2022-2025). The continued engagement of our many stakeholders will be key to this diversity and inclusion work in the future.



Brian Bertelsen, member of the Diversity and Inclusion Advisory Committee delivering the vote of thanks during the Public Service Week, Diversity and Inclusion Event 2015.



DIVERSITY AND INCLUSION STRATEGY 2022-2025

The Diversity and Inclusion Strategy (2022-2025) supports the Diversity and Inclusion Policy (2019). We invite you to reproduce or adapt any part of this Strategy for the purpose of enhancing diversity and inclusion in your department or agency while referring to the Diversity and Inclusion Strategy (2022-2025).

An Implementation Plan Template is available.

SHAPE THE
Future

