

PEACEWORKS

EQUAL OPPORTUNITIES POLICY

This Equal Opportunities Policy applies to Peaceworks and all the staff it employs.

1. Peaceworks will ensure that, subject to paragraph 2, every applicant for a job or every employee shall be given equal opportunity whatever their race, sex, sexual orientation, marital status, disability, ethnic origin, age, trade union membership or non-membership.
2. Exceptions to paragraph 1 are:
 - a. Where the nature of the employment is clearly seen to require an active Christian commitment or sympathy with the objects of Peaceworks and this requirement is so stated Peaceworks shall be entitled to have regard to any such requirement under the terms of the Equal Treatment Directive (565) Article 4.
 - b. Where the nature of the employment has specific occupation requirements these shall be stated in any advertisements or literature and taken into account when appointing.
3. All reasonable efforts will be made to ensure recruitment literature or advertisements are brought to the attention of potentially disadvantaged groups.
4. Applicants for the posts will be given clear, accurate and sufficient information to enable them to assess their own suitability for a post.
5. All persons responsible for the recruitment and promotion of workers will be given information and/or training to enable them to comply with Peaceworks' Equal Opportunities Policy. Peaceworks will ensure that during the course of the appointment procedure due care is taken by those persons to comply with its policy.
6. Subject to conditions in paragraph 2 above the application of any recruitment and promotion policies will be solely on the basis of job requirements and the individual's ability and fitness for that work.
7. Recruitment, promotion and training policies and procedures will be monitored to ensure that they do not operate against Peaceworks' Equal Opportunities Policy.
8. Appropriate training will be provided wherever possible to enable workers to perform their jobs effectively.
9. Opportunities for training will be open to all workers where appropriate and possible; and all workers will be encouraged to take advantage of these opportunities.
10. Peaceworks will ensure particular care is taken to deal with any complaints of discrimination and harassment.

www.peaceworks.org.uk