

Employee Resource Group Program

PURPOSE

The purpose of the information contained in this document to define authority, responsibility, accountability, and process for the approval and operation of the City of Minneapolis Employee Resource Group Program (City ERG). Please contact Patience Ferguson at x2139 with questions.

What is an Employee Resource Group?

An Employee Resource Group (ERG) is an organizationally supported group of employees who share a common diversity characteristic (e.g., gender, disability status, ethnicity or race, sexual orientation, veterans' status, generation, etc.) or consider themselves an ally of that diversity community. ERGs:

- Span across the organization and is not limited to activity within or membership from a single department.
- Have a director level executive sponsor.
- Are defined and driven by employee members.
- Align with the City goals and values.
- Will adhere to City of Minneapolis policies in conduct and activities.

The City ERG program is not intended to replace existing departmental diversity, engagement, respect or affinity teams.

CITY ERGs DO NOT:

- Engage in political activities.
- Seek to promote a particular belief or ideology.
- Make recommendations regarding the employment or hiring of any person.
- Represent or advocate in complaints or disputes on behalf of an employee or union. Issues/and or concerns regarding harassment, discrimination and/or retaliation should be referred to the Human Resources. Please contact your HR Generalist for questions and/or additional support.

MEMBERSHIP ELIGIBILITY:

- Membership in a City ERG is voluntary and open to all eligible City of Minneapolis employees.
- Employee must obtain supervisor approval to participate during work hours; it is encouraged to discuss participation with a supervisor for support.

TIME OFF FOR PARTICIPATION:

- Members will be allowed to take reasonable time from their normal work duties to participate in City ERG activities so long as their department's work needs and their own work performance are not impacted negatively.
- The meaning of "reasonable time" will be agreed upon between the member and their supervisor.
- Supervisors retain authority to curtail a member's activity during work time in the City ERG if their activity is shown to impact the member's performance of normal duties or significantly impacts operations of department or City business.
- An employee's active participation in a City ERG should be noted in their annual performance review as part of their development progress.
- Employees that disagree with their supervisor's decision should reach out to their HR Generalist to discuss how to move forward.