

TRIUMF EDI Action Plan

Ver. 1; last updated 05/17/2023

Introduction

Beginning in 2017 with the formation of the Committee for Diversity and Inclusion (CDI), TRIUMF has recognized the severe underrepresentation of many groups in Science, Technology, Engineering, and Mathematics (STEM) as a manifestation of systemic barriers to full participation in our research. TRIUMF's organizational imperative to improve diversity, equity, and inclusivity is rooted in our core values and is essential to fulfilling its vision for the next 20 years and beyond.

The purpose of this EDI Action Plan is to provide a roadmap for measurable progress towards TRIUMF's EDI goals. Understanding that culture change takes time, the plan looks at both short and long-term actions that will help move the needle on EDI.

EDI in Context

In our 20-year vision, we shared our ambition to establish TRIUMF as a beacon of EDI. Not only is EDI essential to ensuring our continued research excellence, it is our responsibility as Canada's particle accelerator centre. If we wish to see a science community that reflects the diversity of Canada, we need to play our part as a key member of the research ecosystem. Our stakeholders and community members also recognize this and will look to us for our EDI leadership in STEM over the next few years.

Our success will support not just those who are vulnerable, but the whole community – when we create inclusive spaces, all feel welcome. Our commitment to EDI is key to a culture of curiosity, innovation, and care.

Our Values: Equity & Inclusion

- We empower our people and foster an inclusive work environment, enriching our science and our community.
- We value teamwork and open communication to ensure that everyone belongs and all voices are heard.
- We respect each other, take care of each other, and support the success of all.

EDI Objectives

- Enhance equity through transparent policies and procedures
- Promote and retain diversity through talent attraction and professional development
- Foster an inclusive workplace culture through training and community engagement
- Establish a framework for Truth and Reconciliation at TRIUMF

At TRIUMF, we recognize the long road ahead to reconciliation. We acknowledge Truth and Reconciliation as a connected but discrete area of focus. Actions in the plan seek to support the establishment of a baseline level of engagement, which will complement a more holistic approach to Indigenous engagement at TRIUMF.

Designated groups

The Employee Equity Act helps to ensure equitable access to employment across federally regulated organizations. The Act identifies the following four designated groups:

- Women
- Indigenous peoples
- Persons with disabilities
- Members of visible minorities

Our EDI efforts at TRIUMF aim to center these designated groups, plus a fifth group (2SLGBTQIA+ people), in recognition of the systemic and historical barriers faced by members of these groups, particularly in STEM.

In all our work, we are committed to intersectionality. We recognize the importance of addressing the diverse needs of our community, and the multiple identities and experiences that intersect and influence their lived experiences.

Definitions

EDI is complex and nuanced, and it touches all aspects of work at TRIUMF. The definitions below provide key questions to support our interrogation of situations at TRIUMF, from an EDI perspective.

Equity is about systems. Are there systemic barriers that are holding specific groups of people back? Are there needs for specific groups that are not being met? Are there sufficient supports in place? Equity is distinct from equality, which seeks to treat everyone the same regardless of differences or circumstances. In pursuing equity, we seek to provide individuals the support and resources needed to achieve an equal outcome.

Diversity is about representation of specific groups. Who is missing? How do we encourage diversity in our workforce at all levels? How does diversity enrich TRIUMF culturally and academically?

Inclusion is about feeling that you belong. Does everyone have a voice? Are all voices being heard? Are you valued?

Accountability

EDI is a shared responsibility at TRIUMF – its success depends on teamwork and consistency in ensuring we apply an EDI lens to all that we do. The plan lists specific champions who will need to lead certain initiatives, and collaborators whose input is necessary for the initiative to be representative of the community and their needs. Where necessary, external consultants will be brought in for their additional support and expertise.

Implicit in the plan is Leadership being held accountable to the actions described. As leaders at the lab, their active support of these initiatives is critical in order to drive change.

Schedule for Review

The EDI Action Plan will be reviewed at least once annually to track progress against actions and readjust as required. We acknowledge that EDI is a constantly evolving, complex web of lived experiences, emerging best practices, and community-led recommendations; as such, this plan seeks to be flexible in its initiatives, wherever possible.

Objective	Phase	Action	Champions	Target Delivery Date	Goal	Collaborators	Anticipated Milestones
Enhance equity through transparent policies and procedures	Phase 1 (2023)	Review and revise key TRIUMF Policies to ensure equity	Human Resources	Sep-23	Review and revise whistleblower, bullying and harassment policy to ensure equity and accountability	EDIC	N/A
	Phase 1 (2023)	Polish and release site-wide code of conduct	Human Resources & EDIC	Oct-23	Complete the site-wide code of conduct and socialize it within the TRIUMF Community	N/A	N/A
	Phase 2 (2023-2024)	Review and evaluation of TRIUMF process to develop, review, and approve policies with EDI lens	Human Resources	Feb-24	Develop standards to ensure EDI considerations in policy development at TRIUMF	Leadership Team, External Consultant	Identify current process Process revision complete Communication of changes & training
	Phase 2 (2023-2024)	Build a support framework for employees	EDIC, External consultant	Jun-24	Pilot initiatives that provide employees with a portfolio of support and resources for development	Human Resources, Employee Liaison Groups	Appoint a qualified resource to provide an interim sounding board for staff Identify needs and areas for support Development of larger suite of initiatives Pilot programs begin to roll out Program review at 6 month mark
	Phase 3 (2023-2025)	Review and revise policies and procedures for hiring (job descriptions, posting, interviewing, choosing candidates, promotions)	Human Resources	Sep-25	Ensure TRIUMF hiring and promotion practices are equitable	External Consultant	Identify documents for review Updated documents released Change management communications for supervisors, hiring committees, etc. rollout Implementation support (i.e. training, Q&A sessions, etc.) rollout
	Phase 1 (2023)	Establish a graduate-level scholarship for members of underrepresented groups in STEM	Academic Engagement, GAPS	Dec-23	Provide opportunity and financial support for graduate students from underrepresented groups to work at TRIUMF	EDIC	N/A

Promote and retain diversity through talent attraction and professional development	Phase 2 (2023-2024)	Develop mentoring programs for students, with a focused stream for those members of underrepresented groups	GAPS	Jan-24	Deliver mentorship for students at TRIUMF	EDIC	<p>Develop and implement framework</p> <p>Recruit mentors</p> <p>Training and mentor matching</p> <p>Training and mentor matching for underrepresented groups</p>
	Phase 2 (2023-2024)	Develop, provide, and support a women + gender-diverse mentoring program	EDIC	Apr-24	Pilot a mentorship program for women and gender-diverse people at TRIUMF to support their personal and professional development	Human Resources, GAPS, Employee Liaison Groups	<p>Develop and implement framework</p> <p>Recruit mentors</p> <p>Training</p> <p>Mentor matching</p> <p>Program review at 6 month mark</p>
	Phase 2 (2023-2024)	Deliver a scheduled series of EDI-related workshops, lectures, and events to support TRIUMF's collective learning	EDIC	Mar-24	Ongoing EDI curricula, workshops, events	External Consultants, Human Resources, Colloquium Committee	<p>Initial EDI workshops:</p> <p>Bystander intervention</p> <p>Allyship/safer spaces</p>
	Phase 2 (2023-2024)	Supplement TRIUMF onboarding material with EDI-related training	Human Resources	Oct-24	Provide EDI-specific training modules as part of the onboarding process for all new hires	Employee Liaison Groups, EDIC, External Consultant	N/A
	Phase 1 (2023)	Complete focus group work for 2SLGBTQIA+ people at TRIUMF	EDIC	COMPLETE	Provide a space for members of these designated groups to share their experiences and offer their suggestions for change	N/A	N/A
	Phase 1 (2023)	Update external TRIUMF website to communicate TRIUMF's commitment to EDI	EDIC, Communications	COMPLETE	Demonstrate TRIUMF's commitment to both external stakeholders and the internal community	Leadership	N/A

Foster an inclusive workplace culture through training and community engagement	Phase 1 (2023)	An EDI calendar communication of commemorative days, activities, and events	EDIC, Communications	Jul-23	Provide transparency on days of significance and EDI-related events	N/A	N/A
	Phase 1 (2023)	Develop and deliver a communications strategy document for EDI plan, objectives, accomplishments	Communications	Aug-23	Document approach for communicating about the Action Plan, and build up the community's trust in the EDI action plan through frequent and relevant communications	EDIC, Leadership, External Consultant	N/A
	Phase 1 (2023)	Conduct employee survey to benchmark progress on attitudes, perceptions about EDI at TRIUMF	EDIC	Nov-23	Benchmark current climate at TRIUMF and use as a baseline for future evaluations	External Consultant, Human Resources	Engage external consultant for assessment Determine scope and develop survey Complete survey
	Phase 2 (2023-2024)	Mandatory basic EDI training for all TRIUMF employees	Human Resources	Aug-24	Build on existing training materials to support a shared understanding of what EDI looks like at TRIUMF	Employee Liaison Groups, Leadership, EDIC	EDI content rolled out in onboarding Training program developed and reviewed Courses loaded in Workday
	Phase 2 (2023-2024)	Mandatory EDI training for all supervisors on how to manage teams with EDI best practices	Human Resources	Aug-24	Empower supervisors with the skills necessary for creating a safe and respectful workplace that values diversity	Employee Liaison Groups, Leadership, EDIC	EDI content rolled out in onboarding Training program developed and reviewed Courses loaded in Workday
	Phase 1 (2023)	Land acknowledgements in email signature	Stakeholder Engagement, Communications	Jul-23	Make land acknowledgements part of TRIUMF's regular operations	EDIC	N/A

Establish a framework for Truth and Reconciliation at TRIUMF	Phase 1 (2023)	Template land acknowledgement slide for talks/presentations	Stakeholder Engagement, Communications	Jul-23	Encourage reflection and acknowledgement of one's personal connection to the land, as part of reconciliation	EDIC	N/A
	Phase 1 (2023)	Dedicated Indigenous session at Science week	Stakeholder Engagement	Aug-23	Demonstrate connections between TRIUMF projects and Indigenous communities	Science Week LOC	N/A
	Phase 3 (2023-2025)	Formalize and begin embedding Indigenous voices into TRIUMF's organizational practices	Chief of Staff, Stakeholder Engagement	Mar-25	Foster relationships with local Indigenous communities and nations	EDIC, External Consultants	Secure advisory support for connection with Musqueam Research and develop framework for Indigenous input into TRIUMF governance Review selected policies through new framework