



## Diversity and Inclusion Task Force

Terms of Reference September 23, 2020

### BACKGROUND

PGA of Canada supports a safe, open, and inclusive environment for everyone. Recent tragic events and subsequent protests in the United States, here at home in Canada, and around the globe have shone a spotlight on racial injustice. In June of 2020, the PGA of Canada made the following statement through its social media channels:

“Silence is not an option. As a leader in the golf industry, the PGA of Canada has a responsibility to its members and the golfing public to stand up against racism & injustice. While we have made great strides in cultivating an inclusive sport environment in the communities we serve, now is the time to look within and reflect on the ways in which we can, and must, do better. Golf has the opportunity to act as a powerful catalyst for change, and the PGA of Canada is committed to being part of the conversation. We choose to move forward as an organization with open eyes, open ears and most importantly, an open heart.”

### PURPOSE:

To provide a forum focused on ensuring that PGA of Canada’s stated values of inclusiveness, equal opportunities and trust are inherent in all of the work we do and that all of our policies and procedures result in safe sport and employment for all.

The task force serves in an advisory capacity. The main objectives include:

- Development of a PGA of Canada Diversity and Inclusion Repository;
- Creating an outlet where stakeholders, professionals, players can reach out to if they are facing discriminatory experiences as no such system exists;
- Recommendations for PGA of Canada and its zones to adopt new policies and practices in its operations and governance to be more inclusive and diverse;
- Intentional and active recruitment plan for the golf industry to increase the diverse perspective in the game and business of golf;
- Marketing plan on allyship and education to the realities of discriminatory actions in the golf industry;
- To target diversity and inclusion from the lens of 1) participation, 2) workforce, 3) Association.

### ACCOUNTABILITY:

Works with the Chief Innovation Officer (or their designate) and Reports to the Board of Directors of the PGA of Canada.

### TIMING:

The Task Force is established for a 10-month period (August 2020 to June 2021), with a 2- phase reporting schedule:



### **Phase 1: Short-term expected outcomes (first 5 months)**

Identifying issues, challenges and opportunities, as well as recommending actions to establish and support immediate requirements.

### **Phase 2: Medium-term approach (10 months)**

Building a longer-term strategy of 3 to 5 years to support overall diversity and inclusion culture change in the organization and sport (Diversity and Inclusion Strategy)

### **MEMBERSHIP:**

The Diversity and Inclusion Task Force will itself be comprised of diverse representatives who will work towards delivery of the outcomes and form the recommendations.

### **MEMBERSHIP SELECTION:**

Candidates must complete and submit an application form with a resume to apply for membership on the task force. Applications will be reviewed by the CEO, CIO, and President of the Association. The candidate's information will be shared with the Committee and, if accepted, the candidate will be confirmed by the chair.

### **WORKING GROUPS:**

The task force will be split into working groups (as identified by the task force itself) who will be tasked with a specific area of D&I and developing framework relative to the purpose of the task force. A lead for each working group will be identified from within the task force.

### **IDENTIFIED PRIORITIES**

New Canadians

People of Different Abilities

BIPOC (Black, Indigenous, and people of colour)

Women

LGBTQI2S+ (Lesbian, gay, bi, transgender, queer/questioning, intersex, two-spirit, +)

Socio-economic status

The task force will target these identified priorities from three perspectives: 1) participation 2) workforce 3) Association

### **CHAIR:**

The Chief Innovation Officer will serve as Chair of the task force.



#### **MEETINGS:**

Meetings will be held every third Monday of the month from 7-9 PM through the PGA of Canada's zoom channel. Additional working group meetings may be scheduled as required in between Task Force meetings.

#### **COMMUNICATION:**

Communication amongst the committee will be conducted via email.

#### **NATIONAL OFFICE SUPPORT**

PGA of Canada staff will provide secretariat support to the Task Force.

#### **DECISION MAKING AND QUORUM:**

A consensus of 51% of the task force will constitute decisions. A quorum will be 11 individuals.

#### **REPORTING:**

Meeting minutes will be maintained and updates provided to the BOD of the PGA of Canada through the Chair/Staff of the task force.