

BPS Division of Occupational Psychology

Equality Diversity and Inclusion Task and Finish Group (EDI-TFG)

Terms of Reference

Purpose

- **report to and advise** the DOP Committee and DOP Executive on EDI matters and make recommendations for consideration by the DOP Committee and Executive
- look at EDI in the context of inequalities and disadvantage including social and economic factors as well as protected characteristics as indicated in the UK Equalities Act (2010)
- work in alignment with the objectives set out in the BPS EDI taskforce workplan
- **carry out the following:**
 - create a DOP EDI stakeholder map
 - scope EDI issues and priorities in the domain of occupational psychology, *including:*
 - opportunities for change
 - barriers to entry / progressing with careers in occupational psychology
 - application of EDI in practice by practitioner psychologists in OP
 - areas of need in the division and the society where OP can have a positive impact/make a difference
 - areas of need external to the society where the knowledgebase of OP can support positive outcomes
 - opportunities to improve and integrate EDI in all DOP's activities
 - review evidence and develop recommendations based on the evidence, including effective, implementable and sustainable ways to:
 - capture/promote the benefits of equality, diversity and inclusion
 - improve EDI in all of DOP's offerings to its members
 - support DOP members in relation to EDI
 - support career paths in OP
 - support the Society's objectives in the BPS EDI Taskforce workplan
 - disseminate the OP knowledgebase to promote positive change



Core questions to guide the EDI-TFG's work

Duration:

The short life task and finish group will serve for a minimum of six months and be expected to complete its work within a maximum of 12 months.

Composition:

A task and finish group Lead and between six and 11 task group members will be recruited through an open process involving expressions of interest by DOP members.

Role descriptions and selection criteria will be used.

The task and finish group membership will aim to be as diverse and inclusive as possible.

Appointment of members external to DOP may be considered in some cases, e.g., to fill gaps in relevant knowledge, skills or experience.

Appointment:

The task and finish group lead and group members will be appointed by the DOP Committee. Although the Lead would be appointed by the DOP Committee, they would not necessarily be a committee member. It would, however, be open to the committee to co-opt the lead as a committee member depending on availability of committee vacancies and the agreed benefits for delivery of the group's objectives.

Outputs and communications:

- To meet regularly by zoom in order to advance work. Minutes to be shared with DOP Exec and Committee.
- Task group lead to meet regularly with DOP Chair/ Vice Chair
- Monthly progress reports circulated to DOP Exec and Committee
- Written recommendations presented to DOP Exec and Committee within agreed timeframe
- Activities to gather and receive such information as will be needed so that the task and finish group can fulfil its purpose.
- Share advice on an on-going basis with the DOP Exec and Committee
- Communicate with members and other stakeholders in order to meet agreed objectives
- Communicate with the BPS EDI Manager

Review of work

The task and finish group will be reviewed at bi-monthly intervals.

The review will be undertaken jointly by the DOP Exec and the task group lead, and the results reported to the DOP Committee.

Finance

The task and finish group would **not** be expected to incur costs. Should a need arise for any specific expenditure, application could be made to the DOP Committee for consideration.

Accountability

The task and finish group will be accountable to the DOP Committee, and the BPS.

Conduct

The task and finish group will operate within the Society's statutes, rules and regulations.

Task and finish group members will sign and adhere to the code of conduct for volunteers undertaking Society business. They will be familiar with and observe Society policies, including policy relating to EDI and Dignity at Work.