



## **JEDI Committee Charter/Overview – July 2023**

### **Purpose**

The role of the JEDI Committee is to promote and support a culture of diversity, equity, and inclusion throughout CNDC, in our governance, operations, programming, and our broader community of partner projects. The purpose of this committee is to identify, inform, and recommend areas where practices and policies can be improved to ensure that CNDC is an organization that promotes and values diversity, adopts equitable policies and practices at all levels of the organization, and creates a culture where everyone feels welcome, respected and that they belong.

### **Overall Goals and Objectives**

Overall goals and objectives for the JEDI Committee are:

1. Eliminate barriers to entry that may prevent individuals from diverse backgrounds from joining our organization, whether as staff, board, or partner projects.
2. Support and encourage individuals from diverse backgrounds to join and remain with the organization (recruitment and retention), whether as staff, board, or partner projects.
3. Ensure the development of staff, board, and partner projects on JEDI knowledge and skills. Development could be through training, caucuses, etc.
4. Assess and evaluate CNDC's JEDI initiatives and progress while holding ourselves accountable to the organization we want to become.

### **Responsibilities**

The committee sets the annual goals for CNDC's JEDI work each year. Work is accomplished through individual workgroups, staff, or existing committees who report to the JEDI Committee on progress, setbacks, and needed support and guidance. The JEDI Committee maintains a Google drive with resources to support ongoing work and the development of individual committee members.

1. With input from staff, board, and partner projects, as needed, develop goals and an annual work plan as part of the budgeting process that moves CNDC forward in pursuit of its JEDI goals and objectives.
2. Provide additional guidance, direction, and support to workgroups to implement annual goals.
3. Perform an annual JEDI assessment to measure progress and identify areas for ongoing development and improvement.
4. Provide the staff and board with an annual report on JEDI initiatives' implementation, effectiveness, and progress.

### **Committee Composition**

The committee is comprised of staff, including at least one executive team member and at least two board members. CNDC seeks to have committee members that represent diverse backgrounds and

experiences to ensure that CNDC's JEDI goals and objectives are well-informed and inclusive of all perspectives.

### **Committee Leadership**

Ideally, two committee members will serve as co-chairs for a one-year term. If two committee members are not available, the committee will choose one chair. The committee will select them at its second quarter meeting, with their term to begin after the second quarter meeting.

### **Meeting Frequency**

The committee will meet quarterly with the following topics covered:

- August – Review the annual assessment results and create next year's work plan in preparation for the budget process.
- November – Finalize next year's work plan.
- February – Update on progress.
- May – Mid-year review of the work plan.

The timing of meetings and topics is approximate and can be revised to meet the needs of the JEDI Committee.