

DIVERSITY, EQUITY & INCLUSION PLAN



WELCOME

I am both honored and humbled to be the inaugural Vice President for Diversity and Inclusion here at Earthjustice. I fully recognize that this position would not have been

possible without all of the hard work on diversity and inclusion that took place before my arrival. Heartfelt thanks for this work goes to the dedicated staff and leadership of Earthjustice. I am also grateful for the contributions of talented consultants.

It is also important for us to examine the broader history of diversity and inclusion within the environmental movement. Unfortunately, the findings and conclusions from expert groups and individuals like Green 2.0 and Dr. Dorceta E. Taylor from the University of Michigan confirm that there has been much struggle to make relatively little progress. Despite this history, I remain heartened by the amazing commitment of Earthjustice to diversity, equity and inclusion (DEI) at every level of our organization. I see this commitment in the people that I work side-by-side with, including our President, Trip Van Noppen. With this strong foundation, we have the opportunity to lead by example.

The goals, objectives and metrics that are outlined in the subsequent pages reflect a call to action based on recurring themes that I heard during the listening tour I conducted during my first 120 days; my hope is that my listening tour will continue indefinitely. The purpose of conducting my initial listening tour was to not only listen, but also to translate what I was hearing into a strategic set of goals and proposed actions reflecting a collective, organization-wide voice and not just my singular voice. The goals aim to reflect needed work on DEI both inside and outside the doors of Earthjustice. Inside our doors, we will continue to work to recruit and retain multi culturally sophisticated employees and build a stronger culture of inclusion focused on valuing all of the multiple sets of characteristics that make up each one of us and allow us to show up at work as our full selves. Outside the doors of Earthjustice, we will work to increase the diversity of our stakeholders – our partners, clients and donors – who are most significantly impacted by environmental issues. As we do this critically important work, we will strive to do so with an equity lens and repeatedly ask ourselves the hard question of who is and who is not benefiting from our decisions.

I have asked each member of our Senior Leadership Team (SLT) to co-lead a specific DEI goal with me. We will also invite members from across the organization to join a working group focused specifically on one of the seven DEI goals. The hope is that we will develop strong, collaborative working relationships in these groups that will allow us to rely on one another as challenges arise.

Yes, it will require hard work;
Yes, we will face inevitable challenges;
Yes, it will require a sustained effort; and
Yes, together, we can do it.

Respectfully,



Charles (Chas) Lopez
Vice President of Diversity and Inclusion





Earthjustice staff at the 2014 All-Staff Meeting in Asilomar, California.

GOAL ONE

Attract and hire diverse and multi-culturally sensitive staff.

SLT Co-Leads: Abbie & Chas

HOW DO WE GET THERE

1. Create mandatory training on "Best practices for screening and evaluating candidates," required of anyone serving on a hiring committee. Training will cover: a) Implicit bias and the ways to counteract it; b) Basics of employment law compliance; and c) Holistic assessment of candidates including assessment of EQ and multicultural sensitivity.
2. Acquire an understanding of current hiring practices and establish a baseline for hiring practices across the organization: a) Create guidelines for hiring committee composition; b) Create sample interview questions to ensure effective assessment of EQ and multicultural sensitivity; c) Provide recommendations for initial baseline screening practices across the organization; and d) Create neutral screening guidelines, starting with guidelines for associate attorney and clerk hiring, which involve multiple new hires each year.
3. Scope potential improvements in organization-wide recruitment practices.

MEASURING OUR PROGRESS

1. Was a hiring training created and rolled out to the organization?
2. Were all of the above guidelines and questions drafted and approved by the work group for vetting and approval as appropriate by Human Resources, Managing Attorneys, the Best Place to Work committee, and the Senior Leadership Team?
3. Were current recruitment practices from across the organization evaluated and assessed for potential improvement(s)?



Earthjustice staff in the Los Angeles Regional Office.

Review current **promotional pathways.**

SLT Co-Leads: Drew & Chas

HOW DO WE GET THERE? >>>

1. Survey what employees would like in terms of high level training; for example, a high priority skills training roadshow, including specific training by position type.
2. Develop guidelines for mentors and mentees; implement program if desired organization-wide or provide guidance for office-based implementation.
3. Assess opportunities for growth for positions without currently defined job title progression.

MEASURING OUR PROGRESS

1. Was a list of training topics created and utilized to create a training roadshow? What were the participation rates? Assessment of training's effectiveness?
2. Was a survey created to assess interest in an organization-wide mentorship program? Assess survey results and if there is interest, create standards, guidelines, management, and training for an organization-wide mentorship program.
3. Was an assessment conducted of how these employees will grow, develop, and continue to be challenged and fulfilled under their existing job title?



Andrea Delgado greets Ana Alicia Torres Aguirre at the 2015 Farmworker Fly-In.

GOAL THREE

Increase partnerships that could lead to the representation of new clients.

SLT Leads: Lisa, Marty & Chas

HOW DO WE GET THERE? >>>

1. Determine a baseline of current partners and develop a mechanism for tracking future partnerships.
2. Work with each regional office to conduct a needs assessment.
3. Create a training series regarding working with disproportionately impacted communities.
4. Work with Litigation, Policy & Legislation, Operations, Development, and Communications to identify a select number of partners to strategically commit sustained organization-wide support to.
5. For 2017, incorporate working with partners as a goal into departmental/office strategic/work plans.

MEASURING OUR PROGRESS

1. Was a baseline list of partnerships completed? Was a tracking mechanism created?
2. Was a needs assessment conducted for each regional office?
3. What number of trainings was provided?
4. What number of organization-wide communications was delivered?



GOAL FOUR

Leona Chu is one of 8,000+ members of Earthjustice's Amicus Society, all of whom have donated for 25 years or more.

Develop a **21st-century donor constituency** and **expand portfolio of donors/funders** to make it possible to take on new partners and clients.

SLT Co-Leads: Kristine & Chas

HOW DO WE GET THERE? >>>

1. Determine the demographic data of the donors we want to monitor and establish a baseline of our current donor base.
2. Review messaging of web, media, ads, e-mail, and funder proposals for appeal to diverse donor/funder constituency.
3. Research marketing and other sources for ideas on how to better communicate our case for support to new audiences and who should be communicating.
4. Establish skills and best practices to reach diverse donors.

MEASURING OUR PROGRESS

1. Was a baseline assessment conducted?
2. Was review conducted?
3. Assess if potential new marketing strategies were effective.
4. Were best practices established? Assess whether knowledge of donor diversity strategies was increased.



Zarah Patriana and Ali Williams whale watch in Monterey, California.

GOAL FIVE

Improve **employee satisfaction, engagement, culture of trust, support, respect and inclusion.**

SLT Leads: Trip, Minna & Chas

HOW DO WE GET THERE? >>>

1. Host one heritage celebration per month.
2. Create a template or guide for establishing an affinity group and assess interest in additional affinity groups.
3. Implement a project referred to as “Building Understanding through Discussion and Sharing” (BUDS). BUDS is a project designed to help Earthjustice employees get to know each other, and the organization, better. Through a series of informal conversations guided by suggested topics with a partner from a different department, office, and/or level of seniority, staff members who wouldn’t normally have the chance to interact will have opportunities to expand their understanding of the work others do for the organization and create or deepen personal connections with others.

MEASURING OUR PROGRESS

1. What number of monthly heritage celebrations took place? Assess level of organizational interest. Evaluate speakers.
2. Was a template or guide for creating a new affinity group completed? Was there an organizational assessment of the interest in creating additional affinity groups and of the types of resources that would be helpful in doing so? If there is an interest for additional affinity groups, was this information communicated to the organization?
3. Was a reverse-mentoring program created? What was the number of participants? Was the program successful from the perspective of the participants?



Earthjustice employees attend a plenary at the 2012 All-Staff Meeting.

GOAL SIX

Expand life-long learning program for all employees.

SLT Lead: Chas

HOW DO WE GET THERE? >>>

1. Establish list of training topics/guest speakers and prioritize list. Assess feasibility of providing trainings in a mode other than in-person.
2. Determine if CLE credit is available for trainings.

MEASURING OUR PROGRESS

1. Was a list of trainings and speakers created? What number of trainings was provided? Assess if the trainings were effective.
2. Was the availability or non-availability of CLE credit for trainings made known to attorneys?



Earthjustice President Trip Van Noppen speaks at the 2012 All-Staff Meeting.

GOAL SEVEN

Increase **employee engagement** and **recognition**.

SLT Co-Leads: Minna & Chas

HOW DO WE GET THERE? >>>

1. Sponsor a quarterly outing for each regional office location.
2. Implement a peer-to-peer recognition program in various categories with awards presented at the All Staff Meeting.
3. Host a virtual meet-and-greet between regional offices and a departmental team (e.g., Communications, Development, or Finance) or a member of the SLT.

MEASURING OUR PROGRESS

1. Was information provided to support a quarterly outing in each regional office? What number of outings took place for each regional office?
2. Was a peer nomination process created? Were awards presented at the All Staff Meeting? Assess whether or not the program was successful.
3. What was the number of meet-and-greets held per regional office?

WORKING GROUPS

GOAL #1 - HIRING

Abbie Dillen	VP Litigation, C&E, NY
Chas Lopez	VP D&I, HQ
Matthew Baca	Associate Attorney, NW
Colin O'Brien	Staff Attorney, CA
Priya Kamath	Litigation Assistant, NW
Aurora Janke	Associate Attorney, Bozeman
Deborah Goldberg	Managing Attorney, NY
Hemisha Morar	Sr. HR Associate, HQ
Stacy Dellinger	Recruiter/HR Generalist, HQ

GOAL #2 - PROMOTIONS

Drew Caputo	VP Litigation, LWAO, HQ
Chas Lopez	VP D&I, HQ
Albert Lin	Litigation Assistant, DC
Angela Johnson Meszaros	Staff Attorney, CA/LA
Elisa Tsang	Office Manager, HQ
Moneen Nasmith	Staff Attorney, NY
Christa Brothers	VP HR, HQ
Neil Gormley	Sr Associate Atty, DC
Eric Jorgensen	Managing Attorney, AK/Jun

GOAL #3 - PARTNERS & CLIENTS

Lisa Garcia	VP Litigation – HC, NY
Marty Hayden	VP PAL, DC
Chas Lopez	VP D&I, HQ
Jessica Hodge	Advocacy Comm Manager, DC
Emma Cheuse	Staff Attorney, DC
Bekah Olstad	Projects & Partnership Coor, HQ
Khushi Desai	Staff Attorney, DC
Joel Minor	Associate Attorney, Denver
David Nunez	Development Officer, HQ
Bradley Marshall	Sr. Associate Atty, Florida
Andrea Delgado	Sr. Legislative Rep, DC

GOAL #4 - DONORS & FUNDERS

Kristine Stratton	Sr. VP OPS, HQ
Chas Lopez	VP D&I, HQ
Felice Gomez-Spencer	DEVO Research Manager, HQ
Mary Ellen Mullaney	Direct Response Manager, HQ
Keith Rushing	Lead Advocacy Press Sec. DC
Raul Garcia	Assoc Legislative Counsel, DC
Zarah Patriana	Online Advocacy Manager, HQ
Adrian Martinez	Staff Attorney, CA/LA

WORKING GROUPS (CONT'D)

GOAL #5 - CULTURE

Trip Van Noppen	President, HQ
Chas Lopez	VP D&I, HQ
Kristina Lim	Board Coord/Exec Assist, HQ
Colleen Fitzgerrell	Litigation Assistant, DC
Peter Heisler	Assoc Attorney, AK/Anchorage
Jennifer Chavez	Staff Attorney, DC
Jason Vigil	Director IT, HQ
Steve Mashuda	Managing Attorney, Seattle
Tim Schneider	Estates & PG Assoc, HQ
Coretta Anderson	Sr. Develop Officer, CA/LA
Ray Wan	Creative Director, HQ

GOAL #6 - TRAINING

Chas Lopez	VP D&I, HQ
Sarah Saunders	Litigation Assistant, AK/Anchorage
Daveon Coleman	Media Associate, DC
Jose Mendez	Network System Adm, DC
David Henkin	Staff Attorney, Hawaii
Franchesca Garagorri	HR Manager, HQ
Ali Williams	Major Gifts Coordinator, HQ
Patty Vesper	Office Manager PA

GOAL #7 - EMPLOYEE ENGAGEMENT

Minna Jung	VP COMMS, HQ
Chas Lopez	VP D&I, HQ
Rikki Weber	Litigation Assistant, HQ
Mariana Lo	Litigation Assistant, NY
June Katzschner	Development Officer, HQ
Todd True	Managing Attorney, Seattle
Heather Ross	Associate Editor, HQ
Alaina Parness	Office Manager, HQ