



2019

# DIVERSITY, EQUITY & INCLUSION

# PLAN



**T**he 2019 DEI Plan is a brief description of our intended objectives for the six goal areas determined by the Diversity, Equity, and Inclusion Team. It is focused on the areas of Hiring, Promotion, Partners and Clients, Donors and Funders, Internal Culture, and Training (AKA Internal Resource Team [IRT]). This plan does not include other DEI-related work outside of the goal groups. The images used in this plan were selected from our DEI internal Photo Contest.

**Back row from left to right:** Phil LaRue, Communications Strategist, Michell McIntyre, Campaign Director, Andrea Folds, Associate Legislative Counsel, Chinyere Osuala, Sr. Associate Attorney, Allie LaRue, Jamila Frone VP of Litigation Practice, Dominique, Nick Thorpe, Litigation Assistant (Photo Credit: Nick Thorpe)

## MISSION STATEMENT

**As our name indicates, we are driven by a passion for justice**—for people and for the environment, by a belief that we can accomplish more in genuine partnership with others, and by a commitment to excellence and strategic action.

Our pursuit of diversity and inclusion recognizes that environmental burdens and benefits are not distributed equitably and we seek to address these historic and current disparities so that each of us can realize and enjoy a healthy, rich and inspiring world.

In order to more fully accomplish our mission and live our values, we strive to make our commitment to diversity and inclusion evident in our organizational structure, policies, board of directors, staff, donors, goals, and vision. We welcome people of all backgrounds and seek to foster a culture of respect, openness, learning, integrity, honesty—and a sense of fun.

Our passion for justice calls on us to be inclusive, transparent, and fair in all that we do. Our commitment to working in partnerships compels us to build relationships where all partners are valued, heard, respected, and empowered. Our drive for excellence leads us to learn from a broad range of perspectives and talents. Our desire for savvy and strategic approaches benefits from a multitude of cultural and life experiences and communities.

In short, we believe a commitment to enhance and steadily increase diversity and inclusion at Earthjustice flows directly from our core values and is essential to achieve our mission.

## CORE VALUES

### JUSTICE

- **Justice is our passion, and we are tenacious in our pursuit of it.**
- **Effective laws and equal access to the courts are essential to protect a just society and the planet.**
- **No one is above the law.**

### PARTNERSHIP

- **Our effectiveness depends on strong and diverse partnerships.**
- **Achieving just and equitable results requires mutually respectful engagement.**
- **We serve the interests of clients and partners to maximize successful advocacy outcomes.**

### INCLUSION

- **Our dedicated team members value each other and work together to achieve the best results.**
- **Each of our individual contributions is integral to achieving our vision and mission.**
- **An environment of inclusion and fairness requires owning the ways that power and privilege affect our behaviors.**
- **Everyone deserves a culture where they can flourish.**

### EXCELLENCE

- **Exceptional work, strategic thinking, and perseverance are our hallmarks.**
- **We see the big picture and focus on achieving the best outcomes possible.**
- **We value excellence in everything we do.**
- **Outstanding work is a result of continuous learning and improvement.**

# GOAL 1: **HIRING**

Attract and hire diverse and multiculturally sensitive staff.

## HOW DO WE GET THERE

**1. Review and update interview questions assessing candidates' emotional intelligence and cultural competency to ensure continued effectiveness in selecting outstanding candidates for each open position.**

**2. Reevaluate the existing accountability mechanism for successfully completing Hiring Committee Best Practices Training and ensuring that the mechanism used moving forward provides accurate tracking.**

## MEASURING OUR PROGRESS

- Continued progress in recruiting and hiring of a more multicultural staff throughout the organization, using staff composition in 2018 as the benchmark.
- Were the questions updated and were they communicated out to hiring managers in an effective way?

- Did we switch the Hiring Committee Best Practices Training to a more reliable platform?
- Has this allowed HR to more effectively track who has completed the training?



Left to right: Sarah Saylor, Sr. Legislative Representative, Michele Mabson, Staff Scientist, and facilitator



## GOAL 2: PROMOTIONS

Review current promotional pathways.

### HOW DO WE GET THERE

**1. Continue the job family initiative established in 2017 intended to clarify the pathway for growth and advancement for any given role, so that promotional pathways are transparent to staff and supervisors. In 2018, a first set of job families was implemented and shared with respective staff.**

### MEASURING OUR PROGRESS

- How many more job families were established and published?
- Were they shared with the relevant groups of staff?
- What methods were established to track the adoption of these job families?

**Left to right:** Drew Caputo, VP of Litigation, Kapua Sproat, Counsel, Isaac Moriwake, Managing Attorney, and Hōkūao Pellegrino (Photo Credit: Janice Brown)

# GOAL 3: PARTNERS & CLIENTS

Increase and deepen partnerships that could lead to the representation of new clients and a more diverse client base, overall.

## HOW DO WE GET THERE

**1. Support the Partnership Champions, staff who volunteered to promote the Partnership Toolkit and foster respectful partnerships. Partnership Champions are the point of contact for their programs and departments, and will ensure that their teams have the tools they need to successfully utilize the toolkit and educate coworkers about the value of diverse and authentic partnership.**

**2. Address our partners' and clients' desire for various training opportunities proposed in a 2018 survey, including social media training provided by Earthjustice staff to address partners' and clients' desire for communication skill development.**

**3. Distribute a survey to partners and clients with the goal of assessing cultural competency and partnership-building skills of Earthjustice staff who engage with them. We will contract with an outside contractor to administer the client survey that will assess our current state.**

## MEASURING OUR PROGRESS

- What methods and/or scenarios were used by Partnership Champions to ensure that their coworkers are educated about diverse and authentic partnerships and how to create them?

- Were training videos produced and distributed to partners and clients?
- How satisfied were the participants?

- Was the survey administered?
- What gaps were identified?
- What successes?
- What response mechanisms were developed to address the results of the survey?



Raul Garcia, Sr. Legislative Director and clients (Photo Credit: Luis Torres)



# GOAL 4: DONORS & FUNDERS

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

### HOW DO WE GET THERE

### MEASURING OUR PROGRESS

**1. Because we believe in equitable distribution of fundraising resources, we are helping our partners and clients build their fundraising capacity through the increased distribution of our Development Toolkit. The toolkit is a 30-page document produced internally, and covers all the basics of fundraising and development, including templates, examples, and best practices.**

- How many of our partners received the Development Toolkit?
- What have partners & clients communicated to us about the toolkit's usefulness?

**2. Operationalize the rebranding of the organization's mid-level donor program.**

- How have donors responded to the rebrand?

**3. Reevaluate our donor outreach strategies and ensure that each development team has the resources necessary to implement DEI learnings in their daily work with all donors at all levels.**

- Do staff have the resources they need to address ongoing issues relating to partnership maintenance?
- How have donor engagement experiences improved since resources were allocated?

Left to right: Earthjustice Donor Becky DiCola and Earthjustice President Abbie Dillen (Photo Credit: Nick Wolf)

# GOAL 5: CULTURE

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

## HOW DO WE GET THERE

**1. A part of our work towards achieving our DEI goals involves building an equitable and inclusive organizational culture that advances our mission. Three years ago, we implemented the Building Understanding through Discussion and Sharing (BUDS) and the Peer Recognition Award initiatives to help create an inclusive internal culture and increase employee engagement and satisfaction. We plan to continue the administration of the BUDS program and Peer Recognition Awards.**

## MEASURING OUR PROGRESS

- How does the number of staff participating in the 2019 BUDS Program compare to previous years?
- Was there high turnout across offices for the Peer Recognition Awards Nomination?
- What are staff saying about giving, receiving, witnessing the awards?



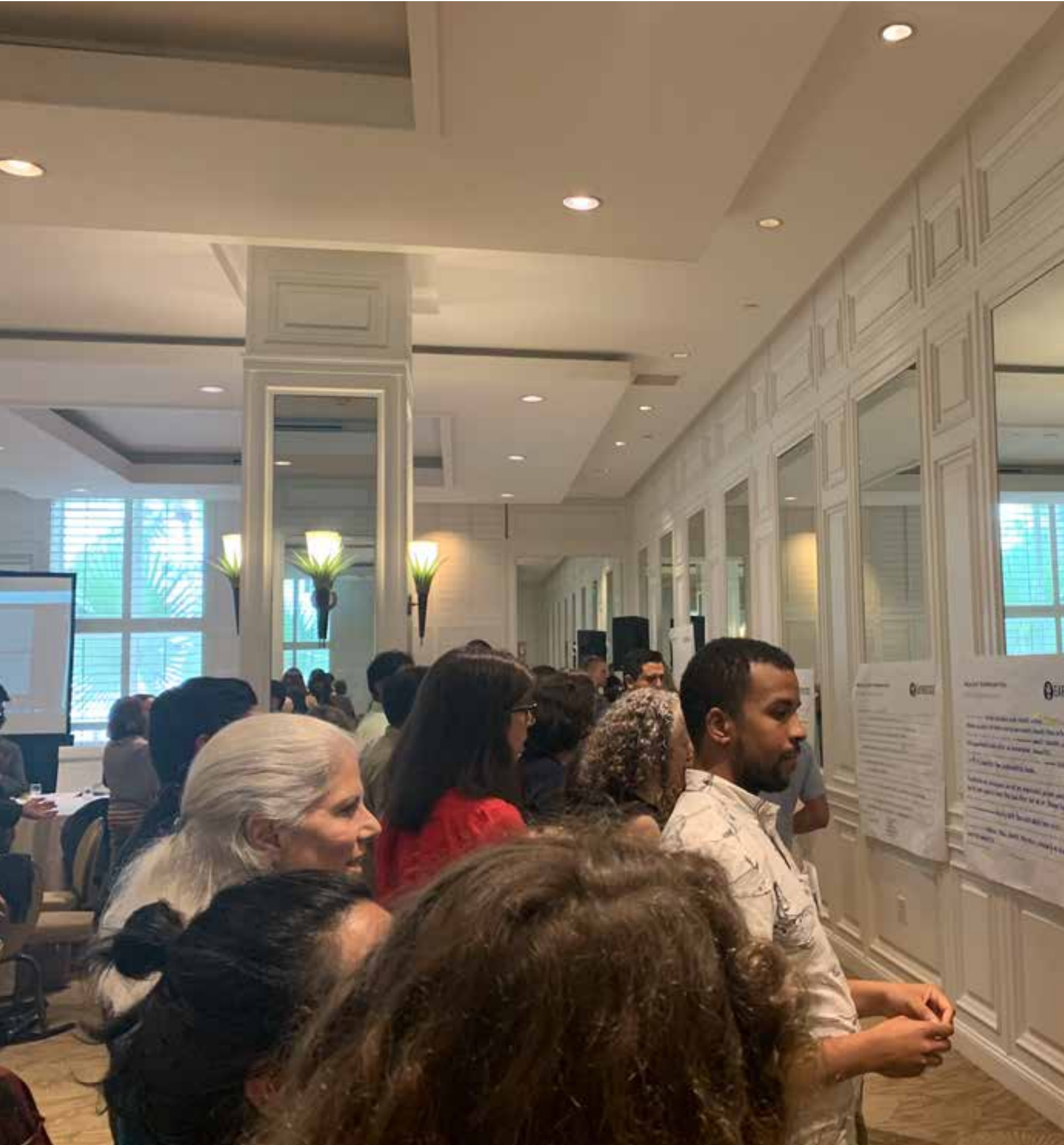
**2. Distribute the Internal Culture Survey, drafted to develop baseline measurements across many dimensions of our internal culture and to allow us to identify DEI priorities moving forward.**

- Was the Internal Culture Survey conducted? Was there a high response rate for the Internal Culture Survey?
- Were priorities identified following the analysis of Internal Culture Survey response?
- Was there information collected that is not reflected in the data we currently collect about our staff? If so, how does this data differ and what was the impact of collecting it?



**Top left to right:** Peter Harrison, Staff Attorney; Gabi Winick, Litigation Assistant; Flora Champenois, Sr. Research & Policy Analyst (Photo Credit: Flora Champenois); Jamie Dobbs, Events and Travel Specialist (Photo Credit: Nick Wolf); 2018 ASM Lynn Bolton, Director of Outreach & Membership Services, Romy LaMarche, DEI Program Manager, (Photo Credit: Romy LaMarche); Janice Brown, Sr. Legal Practice Administrator (Photo Credit: Kylie Wager); Angela Johnson Meszaros, Managing Attorney, Byron Chan, Associate Attorney, Linda Rogers, Marketing Director, Brea Childs, Litigations Assistant, Phuong Pham, Sr Litigation Practice Administrator, Jasmine Agelidis, Associate Attorney and (4) law clerks from the LA office. (Photo Credit: Brea Childs)





# GOAL 6: TRAINING

(AKA INTERNAL RESOURCE TEAM, (IRT))

Expand lifelong learning opportunities for all employees.

**HOW DO WE GET THERE**

**MEASURING OUR PROGRESS**

**1. In 2018, we expanded the goal group focused on training a 15-person Internal Resource Team (IRT) that works closely with outside vendors to orchestrate and administer DEI training and continues to build collective understanding around diversity in our three-year training vision for Earthjustice.**

- What were some examples of training provided to the organization based on the three-year plan?
- How successful have the trainings been for the IRT staff specifically?
- What gaps/opportunities have they identified for continued trainings?

**2. IRT members should attend and vet trainings, conferences, and webinars related to Earthjustice’s three-year vision on a regular basis.**

- Did we collect recommendations and develop ways to incorporate them?

**3. IRT members should participate in “train the trainer” opportunities, expanding their personal and professional DEI skillsets.**

- How many “train the trainer” opportunities did the IRT participate in?
- What difference have the “train the trainer” opportunities made for IRT staff as they support the organization’s training needs?

Michael Gulston II, Litigation Assistant



# WORKGROUP CONSULTANTS/DEI TEAM

Consultants will provide insights and feedback based on their knowledge and expertise in hiring, partners and clients and culture.

## GOAL #1 - HIRING

<b>Stacy Dellinger</b>	HR Manager, HQ
<b>Natasha Diamond</b>	Interim VP of HR, HQ
<b>Gregory Whitt</b>	Legal Recruiter, DC
<b>Jamila Frone</b>	VP of Litigation Practice, DC
<b>Maclovia Quintana</b>	DEI Program Director, HQ

## GOAL #3 - PARTNERS AND CLIENTS

<b>Abigail Oduol</b>	Individual Gifts Officer, HQ
<b>Lisa Garcia</b>	VP of Litigation, NY
<b>Martin Hayden</b>	VP of PAL, DC
<b>Maclovia Quintana</b>	DEI Program Director, HQ

## GOAL #5 - CULTURE

<b>Patrice Simms</b>	VP of Litigation, DC
<b>Maclovia Quintana</b>	DEI Program Director, HQ
<b>Annie Brito</b>	Technology Manager, DC

## DEI TEAM

<b>Philip McAdoo</b>	VP of DEI, HQ
<b>Maclovia Quintana</b>	DEI Program Director, HQ
<b>Romy LaMarche</b>	DEI Program Manager, HQ
<b>Priya Kamath</b>	Interim Program Manager, WA
<b>Christine Monohan</b>	DEI Program Associate, HQ
<b>Emma Balsam</b>	DEI Summer Intern, HQ

Adirondacks (Photo Credit: Nick Thorpe)

# 2019 DEI WORKGROUP MEMBERS

## WORKGROUP - HIRING

<b>Jelani Tribble</b>	Operations Project Manager, Administration, HQ
<b>Katherine O'Brien</b>	Staff Attorney, MT
<b>Kim Smaczniak</b>	Managing Attorney, DC
<b>Lauren Williams</b>	Executive Assistant, DC
<b>Lisa Nesson</b>	Sr. Legal Practice Administrator, HQ
<b>Rianna White</b>	Recruiting Associate, HQ
<b>Robin Cooley</b>	Staff Attorney, CO
<b>Susannah Champlin</b>	Membership Services Assistant, HQ
<b>Chris Eaton</b>	Sr. Associate Attorney, WA
<b>Carissa Lopez</b>	Development Officer, Foundations, HQ

## WORKGROUP - PROMOTIONS

<b>Christa Brothers</b>	Interim Sr. VP of Operations, HQ
<b>Philip McAdoo</b>	VP of DEI, HQ
<b>Entire Human Resources Department</b>	

## WORKGROUP - CULTURE

<b>Amanda Nadelberg</b>	Culture Program Manager, HQ
<b>Jean Podrasky</b>	Sr. Staff Accountant, HQ
<b>Kristina Lim</b>	Executive Team Manager, HQ
<b>Linda Rogers</b>	Marketing Director, LA
<b>Rachael Uhland</b>	Litigation Assistant II, FL
<b>Samuel A. Shaw</b>	Stewardship Officer, HQ
<b>Sophie Roudane</b>	Sr. Events Manager, HQ
<b>Timothy Ng</b>	Development Database Associate, HQ
<b>Marcus Yelton</b>	Deputy Director of Major Gifts, HQ
<b>Emma Balsam</b>	DEI Summer Intern, HQ

## PARTNERSHIP CHAMPIONS

<b>Laura Arroyo</b>	Staff Attorney, FL
<b>Sophie Roudane</b>	Sr. Events Manager, HQ
<b>David Henkin</b>	Staff Attorney, HI
<b>Kristen Boyles</b>	Staff Attorney, WA
<b>Michael Gulston</b>	Litigation Assistant II, DC
<b>Marissa Knodel</b>	Legislative Counsel, PAL
<b>Chrissy Pepino</b>	Litigation Assistant, CO
<b>Tosh Sagar</b>	Associate Attorney, DC
<b>Christine Monohan</b>	Program Associate, HQ
<b>Luis Torres</b>	Sr. Legislative Representative, PAL
<b>Rebecca Noblin</b>	Staff Attorney, AK
<b>Sasan Sadaat</b>	Research and Policy Analyst, HQ
<b>Sara Gersen</b>	Associate Attorney, Clean Energy, CA
<b>Bonnie Malloy</b>	Staff Attorney, FL
<b>Lisa Evans</b>	Sr. Counsel, Coal, PA
<b>Erik Grafe</b>	Deputy Managing Attorney, AK

## WORKGROUP - PARTNERS AND CLIENTS

<b>Athena Motavvef</b>	Legislative Assistant, PAL
<b>Colleen Fitzgerrell</b>	Program Associate, Climate and Energy, HQ
<b>Diana Brechtel</b>	Litigation Assistant, Seattle
<b>Flora Champenois</b>	Sr. Research and Policy Analyst, HQ
<b>Gretchem Aikens</b>	Social Media Specialist, DC
<b>Jessica Lawrence</b>	Sr. Research and Policy Analyst, HQ
<b>Jordan Luebke</b>	Associate Attorney, FL
<b>June Katzschner</b>	Deputy Director of Foundations, HQ
<b>Lisa Pradhan</b>	Communications Assistant, HQ
<b>Luis Torres</b>	Sr. Legislative Representative, PAL
<b>Michael Gulston</b>	Litigation Assistant, DC
<b>Michell McIntyre</b>	Campaign Director, Access to Justice, PAL
<b>Rebecca Bowe</b>	Regional Communications Strategist, HQ
<b>Rebecca Cohen</b>	Associate Editor, HQ
<b>Christine Monohan</b>	DEI Program Associate, HQ

## WORKGROUP - DONORS AND FUNDERS

<b>Mollie Marsh-Heine</b>	VP of Development
<b>Libby Marsh</b>	Associate VP of Development
<b>Philip McAdoo</b>	VP of DEI
<b>Entire Development Department</b>	

To live this value in our everyday work, we hold ourselves accountable for being equitable, fair, and unbiased.

— Excerpt from Core Value, **Justice**



**EARTHJUSTICE**  
BECAUSE THE EARTH NEEDS A GOOD LAWYER