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| **1.0 PROJECT IDENTIFICATION** | | |
| Project Name: | Enhancing a culture of diversity in the workplace | |
| Description: | Building a program for companies to implement that fosters a better sense of culture among their workers | |
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| Sponsor: | Target Sponsors (TBC): Sandra Pitts, Corporate Culture, Maplewave and/or Leigh Anne Dingwall, VP, Human Resources, Maplewave | |
| Project Manager(s): |  | |
| Steering Committee: |  | |
| Date last updated: | **2022/70/07** | |
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| **Background:**  The workplace has been transformed over the last few years by several factors:   1. A global pandemic that has led to remote work becoming a viable alternative to in-office work, and an increased focus on employee health and wellness 2. ‘The Great Resignation’ phenomenon, with workers deciding more frequently to transition jobs and careers. 3. The diversification of society being slowly reflected in the workplace, with an increased interest in diversity in leadership and management.   If company programming that developed company culture and fostered diversity was once considered ‘bonus’, it is now essential.  We are interested in investigating how a large company fosters culture, asking directly what issues they have and how we can be helpful, and proposing a solution.  **Some sample questions:**   1. how is your staff retention and growth ? 2. how do you help staff to feel integrated especially from different backgrounds and build cutlure and unity 3. what has the company's experience been in light of the great resignation 4. what about sharing in each other's cultures so people feel more tied to the company and as a unit 5. how have they found the return on their investment in culture ? Have they seen any at all?    1. If it is a new/startup company how can they develop a strong and healthy culture and facilitate diversity ?    2. What can they learn from companies that are getting it right and companies that aren't doing it so great?    3. What can be implemented to facilitate a thriving culture   **Some ideas:**   * How-to guide / Do’s and don’ts * Personal responsibility * Training modules / certification * Requirements / Commitments / expectations of employees? | | |
| 1. **PROJECT OBJECTIVES** | | |
| To…  To… | | |
| **3.0 PROJECT SCOPE** | | |
| What is the work you are going to do?  E.g. interviews | | |
| **The scope of the project DOES NOT include:**  What are you NOT going to do in this project? | | |
| **4.0 KEY PROJECT DELIVERABLES** | | |
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| **5.0 PROJECT MILESTONE DATES** | | |
| **Date Due** | | **Event/Milestone** |
| Oct. 7 | | Draft Charter |
| Oct. 21 | | Get sponsor / co-sponsor (Sandra Pitts and/or Leigh Anne Dingwall) |
| Oct. 24 | | Finalize interview questions |
| Oct. 31 | | Approved Charter |
| Nov. ? | | Practice/prepare for interview |
|  | | Conduct interview |
|  | | Prepare presentation |
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| **6.0 PROJECT ASSUMPTIONS** | | |
| **We assume the following to be considered true and certain:** | | |
| **7.0 PROJECT CONSTRAINTS** | | |
| **The project is limited by the following constraints:** | | |
| **8.0 CRITICAL SUCCESS FACTORS** | | |
| **The following factors will help the project along the way:** | | |
| **9.0 PROJECT STAKEHOLDERS** | | |
| **External:**  **Internal:** | | |
| **Sponsor** |  | |
| **Internal Steering Committee** | **(People that have the ability to remove barriers and assist the project team when necessary):** | |
| **External Steering Committee /** |  | |
| **Project Team** | Kedejra Cameron – Culture & Diversity Svitlana Lynne – Presentation / Lesson Rory MacLellan -Documentation  Jerry Ren  Rus Wang – Market Research | |
| **10.0 SIGNOFF** | | |
| Authorization to Proceed.  **Program Sponsor:**  **Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | |