# **Overview:**

Project Alpha is an ongoing People and Culture (HR) transformation project. During this journey the company has engaged with internal, and external, business partners and consultants. Their goal is to define the mission, and shape the vision for the People and Culture organization. As the company is poised for explosive growth in the next 5 years, it is an imperative that we have the workforce that will enable a successful growth plan.

The Culture, Diversity and Inclusion Workstream is a part of the Talent Acquisition and Talent Retention group. This group is tasked with ensuring LWS has robust Talent Acquisition and Talent Retention strategies which includes:

* Creating effective Talent Acquisition Processes and Technologies.
* Ensuring the company is seen as an employer of choice that attracts diverse talent.
* Strengthening the culture of the organization
* Developing highly engaged employees and retaining talent.

# **Methodology:**

The Culture, Diversity and Inclusion workstream has reviewed internal employee data to understand where the company stands with certain key metrics tied to diversity and retention in each of the departments.

The findings in this review are not intended to reflect negatively on current, or past practices, but are intended to guide the committee on next steps in this transformation.

The primary focus of the data analysis and review are the key departments with the most customer focused impact. However, the recommendations developed by the Culture, Diversity and Inclusion workstream will influence and enhance all current, or future, employee departments.

# **Proposal:**

Based on the findings of the data analysis, the Culture, Diversity and Inclusion workstream recommends two action items:

* The funding of (1) (exempt) headcount Culture and Diversity manager.
  + This position would have direct report to the Chief HR Officer in order to have autonomy, but similar authority, as other direct reports to the Chief HR Officer
  + The overall scope of the role (specific position description duties to be drafted later) would be to create a strategy focused on culture and diversity initiatives within the company. This will include aligning a diversity strategy with Talent Acquisition.
* The creation of a more effective Employee Engagement Survey. The goal would be to enable clear data analysis of employee survey responses and action planning.