




## Gender Policy

Approved by	 Prof. Cathal O Donoghue Chair of the Board of the National Museum of Ireland
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Responsibility: Head of Human Resources

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## **1.0 Introduction**

The National Museum of Ireland (NMI) is committed to fostering an equal, diverse and inclusive place of work where all members of the NMI workforce are respected and valued. The NMI values highly the benefits to the organisation as a whole that come from diversity amongst its community.

The NMI will seek to promote equality of access and prevent discrimination in all aspects of employment. It is committed to maintaining its gender-balanced workforce with a workplace culture designed to value all employees and to strive to remove any obstacles to the full participation of its workforce whenever they are identified.

### **Purpose**

This policy is intended to ensure that all persons are treated equally with regard to their gender. Please also see our policy on Gender Identity and Expression.

### **Scope**

This policy applies to all members of the NMI workforce. The NMI workforce includes all employees, agency workers, interns, facilitators, volunteers, and contractors in the course of their employment or interaction with the National Museum of Ireland. It relates to all areas of employment practice including recruitment and selection, training and development, career progression, promotion, pay and employment conditions.

## **2.0 Legal context & definitions**

This is a non-exhaustive list of the applicable legislation.

- Employment Equality Acts, 1992-2021
- Irish Human Rights and Equality Commission Act, 2014. Section 42 of the aforesaid Act places a positive duty on public sector bodies to eliminate discrimination, promote equality of opportunity and treatment and protect human rights.
- Maternity Protection Acts
- Other Statutes.

The Adoptive Leave Act, the Parental Leave Act, and the Carer's Leave Act are statutes that provide entitlements regardless of gender identity and are included here as a statement that the provisions shall be applied by NMI in a manner ensuring that no less favourable treatment arises on the basis of a person's gender.

### **3.0 Gender equality**

The term 'gender' refers to a person's own identification of their gender and therefore gender equality refers to the entitlement not to be treated less favourably because of your own gender identification. Gender equality is anchored in the organisational values of NMI. NMI is committed to recruiting and retaining the most talented employees and to ensuring that its employees reach their full potential. The promotion of gender equality does not give one gender a greater voice or say than the other – on the contrary, it encourages all to contribute to NMI. Implementing this policy is key to NMI's success as a National Cultural Institution.

For more information on this topic, please refer to NMI's Gender Identity and Expression Policy.

### **4.0 Culture**

The NMI is committed to fostering an equal and inclusive culture that permits the members of its workforce to approach work on an equal basis, allowing them to reach their full potential.

As part of creating this culture, the NMI will endeavour to provide awareness training to members of its workforce and has adopted a zero-tolerance stance in respect of harassment and discrimination. All employees of NMI have a role to play in ensuring that the provisions of this policy are upheld and are expected to work to develop and maintain a high degree of respect for those who comprise our diverse community and in doing so, to create a positive and inclusive working environment.

### **5.0 Confidentiality & data protection**

The personal data collected, provided or processed under this policy will comply with the GDPR. The Access/EDI Officer, or alternative designated by them in their absence, will maintain confidentiality, subject to legal obligations, such as requirements of the Safety, Health and Welfare at Work Act, requiring NMI to act where it has reason to believe there is risk posed to the safety of an employee.

### **6.0 Recruitment & selection**

The NMI is an equal opportunities employer and it is subject to the public appointments arrangements. Members of NMI interview panels will be familiarised with equal opportunities issues across the full ranges of protected grounds covered by the Employment Equality Acts 1998-2021. Where recruitment processes are conducted by the Public Appointments Service (PAS) on behalf of the NMI (or in respect of any position within the NMI), those processes shall be governed by the PAS Code of Practice. Recruitment may be conducted by other bodies or agencies.

### **7.0 Complaints procedure**

The NMI is committed to fostering an equal and inclusive culture and a clear and accessible complaints procedure is an important aspect of ensuring this.

Where an employee feels they have been harassed or discriminated against because of their gender, they should review and, possibly, engage the Dignity at Work Policy. This policy outlines the procedures for the informal resolution of matters in dispute and for making a complaint. Please consider using the informal resolution procedures where appropriate.

Other related policies may also be relevant, including the Grievance Policy. If you require assistance in accessing or understanding these policies, you can contact Human Resources team at [hrm@museum.ie](mailto:hrm@museum.ie).

### **8.0 Implementation & monitoring**

Human Resources will monitor the implementation and effectiveness of this policy and final oversight will rest with Management of NMI or their nominee.