

Reviewed: October 2021

MARSHALL AID COMMEMORATION COMMISSION

Diversity and Inclusion Statement and Policy

One of the Marshall Commission's principal objectives is to build a diverse and inclusive Scholar body and experience. We recognise that the Marshall experience is greatly enhanced by the range of backgrounds, experiences, views, beliefs and cultures represented by its Scholars and their fellow student populations, the Executive Secretariat, Regional Committees and Commission.

Embracing and drawing upon diversity is integral to effective leadership. Diversity and inclusion are vital to achieving our goal of developing and supporting stronger British American understanding and promoting Scholar leadership. They are integral to our success, sustainability, reputation and cultural relations impact.

We are committed to fostering an inclusive culture which is free from discrimination and based upon the values of dignity, courtesy and respect. We seek to promote equality, value diversity and demonstrate inclusion in all of our programmes, services initiatives and working practices and to maintain a working, learning and social environment in which the rights and dignity of Scholars, committee members, Alumni Observers, Commissioners, Secretariat staff and all those who come into contact with us are respected.

Introduction

The Diversity and Inclusion Policy outlines the Marshall Commission's responsibility for promoting inclusive environments free from discrimination for all those who come into contact with the organisation.

This policy takes into consideration the updated approach to equality by the UK Government as outlined in the Single Equality Act (2010). In addition to being compliant with the equality laws, public duties and Human Rights Acts, the Commission also supports diversity and promotes equality of opportunity for all Commissioners, Committee members, Scholars, Executive Secretariat members and participants at Marshall events.

Scope

This policy applies to all members of the Marshall community, including, but not limited to, Scholars, Commissioners, Marshall alumni, Alumni Observers, Regional Committees, Secretariat staff, applicants, and participants at Marshall events. All members of the Marshall community are expected to act in accordance with this policy.

All members of the Marshall community have a responsibility to promote diversity and inclusion and to avoid discrimination. It is crucial that everyone takes personal responsibility to help ensure that the Marshall environment is consistent with cultural relations, respects the dignity of everyone and values the differences that exist between people and cultures.

Any act of discrimination or harassment by any official of, or associated with, the Marshall Commission or by a Scholar will be taken very seriously and will result in disciplinary action being taken (see Marshall Safeguarding policy).

Our commitment

In the implementation of this policy the Marshall Commission will aim to:

- Develop and promote a culture of equality, diversity and inclusion and that works to counter any form of discrimination (including anti-racism) across all its activities, policies and procedures and of dignity, courtesy and respect;
- Work to prevent all forms of discrimination, harassment and victimization and deal with all forms of discrimination consistently and effectively;
- Ensure that this Diversity and Inclusion policy influences and informs the culture of the Commission;
- Publicize this policy on the Commission website and any relevant codes of practice and guidance;
- Use an evidence-based approach where possible to inform its activities to increase diversity and inclusion and to measure the impact of any changes;
- Create and regularly review a diversity and inclusion action plan;
- Monitor and publish annual data on its applicants and recruitment;
- Regularly review, at least every 3 years, this policy and all associated codes of practice and guidance; and
- Consult annually with Marshall Scholars and alumni and their representatives on the working of this policy.

Application of the Policy

Recruitment of Scholars

- Advertisements, whether internal or external (this includes all media – e.g. printed and online – leaflets, posters and other aids, visual or non-visual) must not indicate or appear to indicate an intention to discriminate on any of the grounds identified within this policy. All information contained in prospectuses, websites and other material used in the recruitment of Scholars should promote equality of opportunity, diversity and inclusion. Recruitment advertising will appear in publications appropriate to the audience capable of producing the best candidates (subject to budget considerations);
- All individuals involved in the recruitment, selection and admission of Scholars will have appropriate and up-to-date training in support of equal opportunity, diversity and inclusion objectives;
- There will be clear, consistent and transparent criteria for Scholar assessments and all assessments will take place on an equal opportunity basis.

Recruitment of Regional Committees

- Where recruitment advertising is used it will appear in publications appropriate to the audience capable of producing the best candidates (subject to budget considerations) and will encourage the application of diverse candidates;
- Job descriptions and person specifications will be designed on the basis of the essential and justifiable requirements of the position;
- Shortlisting, appointment and rejection decisions will be transparent and justifiable;

- A review will be conducted of the current equality policy for Regional Committees (based on ethnic and racial considerations) to address any representation misalignment with that of our diverse Scholar population.

Implementation of Marshall Programme

- The Marshall Commission and ACU will ensure that all policies and processes (e.g: university assignment, funding policies, programmes and events) are implemented without prejudice and in a fair and equitable manner that promotes inclusion and protects and supports the needs of all Scholars;
- The Marshall Plus Programme will include events that seek to draw out issues of diversity and inclusion where appropriate.
- Scholars will be encouraged to propose and support programmes of direct interest that promote diversity and inclusion;
- The Scholar Experience Committee will work with Scholars to support diversity and inclusion objectives;
- Information will be provided to all Scholars in order to raise awareness of equality and diversity and the contents of this policy;
- The Commission will facilitate the provision of additional mental health facilities and other support groups as appropriate to support Scholars in addition to those available through their universities;
- Orientation will include information regarding equality, diversity and inclusion including with regards to possible ethnic, racial or cultural differences that could be experienced in the UK.

Staff, Regional Committees, Commissioners and Alumni Observers

- All staff, Regional Committee members, Commissioners and Alumni Observers shall undergo regular awareness and training initiatives on unconscious bias and on equality and diversity awareness (including anti-racism and other forms of discrimination);
- The Marshall Commission shall take care to deal appropriately and sensitively with complaints of discrimination, harassment, bullying and victimization (see Safeguarding policy);
- Secretariat staff, Alumni Observers and Commissioners are required to ensure that external contacts including suppliers are aware of this policy and their obligations to work and operate within its parameters, as appropriate;
- The ACU, Regional Committees, Alumni Observers, and the Marshall Commissioners will work to make Marshall spaces inclusive, and support and validate the experiences of all Scholars in an equitable and fair manner;
- The Marshall Commission will continue to work with the FCDO in supporting and maintaining a Commission that is as representative of its Scholar body as possible, including with respect to diversity. The processes for recruiting new Commissioners are overseen and regulated by HMG's Commissioner for Public Appointments and the guidance is designed to encourage as wide and diverse an application pool as possible, using, among other tools, specialist sites.

Scholars

- Marshall Scholars will support diversity and inclusion in their interactions with one another and with the Commission. They will draw attention to cases in which they see

other Scholars or those involved in the Marshall Commission not meeting the standards laid out in this policy. They will all live up to the standards they sign up to in the Marshall Code of Conduct;

- Marshall Scholars will take concrete steps to make Marshall spaces more inclusive, and support and validate the experiences of all Scholars in an equitable and fair manner and will work deliberately to foster an environment where all Scholars feel safe, comfortable and supported;
- Marshall Scholars will participate in a professional anti-bias and equality training programme at the start of their Marshall experience.

Monitoring

Monitoring will be essential to ensure that the Marshall Commission's Diversity and Inclusion Policy is working effectively. In order to achieve this, the Commission will monitor annually and, as appropriate, publish details of:

- The profile of the Commissioners, Regional Committees, Alumni Observers and Scholar population;
- Scholar applications, offers made and acceptances;
- Marshall Plus activities;
- Agendas and Minutes, as appropriate, of the Scholar Experience Committee meetings;
- Complaints including harassment and bullying complaints, grievances and disciplinary proceedings.

The Marshall Commission guarantees that information gathered for the purposes of monitoring will be used only for monitoring and to improve its equality performance and will be held and processed in accordance with the Data Protection Act (2018).

Communication

This policy will be available on the Marshall Commission website at www.marshallscholarship.org. It will also be available in printed form on request and, if requested, will be made available in different formats (e.g. large print, audio).

Confidentiality

Any information disclosed to the Marshall Commission in relation to equality, diversity and inclusion issues will be kept strictly confidential in accordance with legislative requirements. If you have any questions regarding the content of this policy or would like any further information please contact:

Haley Addison
Head of Scholarship Administration, Marshall Commission, ACU

Or
The Chair of the Marshall Commission, John Raine

Or
Deputy Chair of the Marshall Commission, Alice Prochaska

Review date	October 2021
Next review date	October 2022