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**SUSTAINABLE PITTSBURGH LEADING FORWARD ROADMAP**

**CREATING AN EQUITY STRATEGY TEAM**

Your racial and ethnic equity strategy team will take the lead on implementing the equity actions included in the Sustainable Pittsburgh Leading Forward Roadmap! This team should be composed of the internal stakeholders whose participation and buy-in will be crucial to assessing and advancing racial and ethnic equity in your organization.

# **Assemble your team**

See the chart below for an outline of the key leaders and competencies that successful completion of this section of the Roadmap will require. When selecting people for your committee, be sure to consider who has access to necessary data, who is accountable for performance, and what diversity of perspectives, experiences, and expertise is represented by your team. Also keep in mind that limiting your team to 10-12 people will help you complete actions more efficiently!

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| **TYPE OF TEAM MEMBER** | **MEMBER ROLES AND RESPONSIBILITIES**  |
| **Executive Staff** **Board of Directors** | Your strategy team should include at least one executive staff member, and at least one representative from your organization’s Board of Directors (if applicable).Executive and Board representatives on your committee signal a high level of support for equity in your organization. These members can expect to facilitate executive level buy-in, making the business case across the organization’s leadership for equity. They will likewise play a key role in ensuring that necessary time and resources are devoted to advancing equity, and that the actions of this committee are integrated with broader business strategy. |
| **Diversity & Inclusion Representative** | If your organization has a Diversity & Inclusion committee, officer, or champion, this person should participate on your racial and ethnic equity team as a liaison. This member of your team can expect to provide their expertise and perspective about your organization’s needs and challenges related to increasing organizational racial and ethnic equity. They will also align your work with other equity initiatives and priorities at your organization. |
| **Supplier Engagement Representative(s)** | The participation of someone who leads on your organization’s sourcing and supplier engagement will be crucial to your team’s ability to promote racial and ethnic equity throughout your supply chain. This member of the team can expect to provide and manage data related to working on establishing new criteria and processes for sourcing that reflect commitments to diversity, and working with suppliers to drive equity performance. |
| **Human Resources****Representative(s)** | The participation of someone who leads your organization’s Human Resources will be crucial to your team’s ability to promote racial and ethnic equity via employee recruitment, hiring, and benefits. This member of the team can expect to provide and manage data about employee recruitment, hiring, and benefits; and coordinate projects/revise policies related to increasing diversity and inclusion in these areas. |
| **Employee Engagement Representative**  | The participation of someone who is interested in educating and engaging staff at your organization will be crucial to your team’s ability to affect behavior change regarding equity.This member of the team can expect to play a leading role in engaging employees in shifting workplace culture. This can include facilitating training, presentations, and activities related to diversity, inclusion, and equity. |
| **Equity Baselining Leader** | Measuring the success of any action related to equity that your team takes will require comparison to a baseline assessment. Conducting an equity baseline is an early step in the Sustainable Pittsburgh Leading Forward Roadmap. The participation of someone who can lead this effort and/or coordinate consultants, students, etc. as they carry out this important assessment will be critical for the success of your team.  |
| **Other internal stakeholders?** | What other people will be crucial for your team’s success? For example, consider: Does your current team have access to all the data and knowledge necessary to implement equity actions? Who else may need to support your work for you to achieve success? Are any constructive perspectives missing from your team? |