

## **Guidelines for Diversity and Inclusion Officers**

### **IBA Diversity and Inclusion Council**

At the International Bar Association (IBA), we are committed to fostering an inclusive and diverse environment within the legal profession. Through our Diversity & Inclusion Council, we strive to promote equal participation and eliminate discrimination and bias within our organisation.

#### **Vision and strategy**

Our Diversity and Inclusion Council, established in February 2019, was created to promote diversity and inclusion within the IBA. Fostering diversity and inclusion across the Association is not only aligned with its multicultural nature but also is part of the commitment to promote access to justice worldwide.

To achieve this purpose, the IBA adopted its Diversity and Inclusion Policy (**available here**), to work towards the inclusion of all and the elimination of discrimination on the basis of gender, age, culture, race, ethnicity, religion, disability, socioeconomic standing, gender identity or sexual orientation.

It is important that we are not merely compliant with equality and diversity legislation but act as catalysts for positive change so that respect for diversity and inclusion is not simply acknowledged but actively pursued, embraced and celebrated. This cannot be achieved without the firm commitment of all IBA members including the leadership of each IBA Committee, with whom we will continue to work to push positive change.

As an IBA Diversity and Inclusion Officer, your role is to uphold and promote the IBA's principles in accordance with its Constitution (**available here**) and with its Diversity and Inclusion policy.

#### **D&I Officer Job Description**

1. Uphold and promote the IBA Diversity and Inclusion policy on behalf of your Committee, communicating any concerns through your Committee Leadership to the D&I Council Communications Working Group, or may even do so directly to the latter where the concerns relate to the Committee Leadership. The D&I Council Communications Working Group will review the concerns and if necessary escalate them to the Diversity and Inclusion Council Co-Chairs and will also review any lessons learnt, in order to continue aligning IBA culture and practice with the Diversity and Inclusion policy.
2. Challenge discriminatory practice (see guidance on such practice in 4(ii) below) that you witness within your Committee and the Association.
3. Seek out the views of your Committee members on diversity and inclusion within the Committee and the Association to feed back to the D&I Council Communications Working Group.
4. Work with the relevant Division and Section leads to review whether the diverse makeup of your Committee is reflective of the geographical and gender diversity of the Association as a whole and if not, how this might be improved both for Officer slate nominations and Annual Conference panelists
5. Promote this lessening of unconscious bias through Officer diversity and inclusion training, reflection and engaging in discussions and other opportunities for practical learning within the Association. Engage in continuous learning on diversity and inclusion.
6. Report updates to your respective Committee regarding diversity and inclusion as a specific agenda item.
7. Annually collect and report your Committee/Section's Officer geographical and gender diversity data to the IBA Divisions team

#### **Best Practice Guidelines for D&I Officers**

##### **1. Leadership and Accountability**

As Officers, you will be responsible to the Council on behalf of your Committee for reporting any discriminatory