

## TEAM MEMBER RESOURCE GROUPS

### OVERVIEW

#### WHAT ARE TEAM MEMBER RESOURCE GROUPS?

**Team Member Resource Groups (TMRG)** are groups of team members who share a common interest to help support the business. These groups conduct professional development and community outreach activities; and serve as a strategic resource to the business issues. Team Member Resource Groups (TMRG) are offered as part of Diversity and Inclusion (D/I).

#### WHY DO WE NEED THEM?

To **Recruit, Retain, Engage, and Grow** talent. Team Member Resource Groups are a way to support creating an intentional inclusive environment and can have a direct impact on team member's satisfaction and retention. Team Member Resource Groups provide an outlet for a team member to feel more included in the company, as well as give them unique opportunities for personal and career development through things such as mentoring and group leadership roles. These groups can also assist with recruitment and talent development through hosting professional speaker events and partnering with regional affinity groups and outside organizations. Team Member Resource Groups are open for all team members to join.

Companies have been successful with their employee resource groups over the last several years and have attributed the success to company support and transforming employee resource groups from "merely a social resource to a strategic resource with a business focus." Focusing the groups through a mission statement and defined goals has proven to directly impact business results as members become "thought leaders". The companies have also noted that employee resource groups have become a way to leverage new team members as part of the on-boarding process and help them quickly acclimate to the company's culture and environment.

Overall Team Member Resource Groups provide important opportunities for team members to become energized and engaged with their peers, which could lead to higher productivity and innovation. We recommend the business should play a key role in helping to support and develop these groups by giving them the resources needed to be successful.

### PROPOSED GUIDELINES FOR EACH TEAM MEMBER RESOURCE GROUP (TMRG)

#### EACH TEAM MEMBER RESOURCE GROUP MUST HAVE:

- Alignment to organization's Core Values and Strategic Purpose
- Mission statement
- Value Proposition Strategically Aligned to Business Outcome
- Leader/Leadership Council Within Group
  - Calendar of Events
  - 2-4 Events Per Year
  - Events that positively impact the business
- Executive Sponsor
- Be registered with D&I Council
- Open Enrollment to all Team Members

## METRICS

It is essential to the development and success of each Team Member Resource Group to measure the growth and success year-to-year. Examples of proposed metrics are; recruitment/membership numbers, retention numbers, and engagement satisfaction. Each group will individually determine the metrics they will use to help their group gauge success and will report back to their executive sponsor and the D&I council on their results at the end of each year.

## ENGAGEMENT PLAN FOR TEAM MEMBER RESOURCE GROUPS

Recommend having consistency over the advertising and communications for each group to ensure all team members have equal access to be able to engage with or join any group. Resources to publicize information and events for the groups – Diversity and Inclusion internal portal and other media platforms. Also recommend that the groups hold tables during events such as the Health and Wellness Fair to promote and advertise their group and events.

For engagement in Team Member Resource Groups recommend there be awareness, consideration and support from the team member's leader. Want to ensure that all team members feel encouraged to engage with a Team Member Resource Group if they choose to, but that also it is not interfering with their job's roles and responsibilities.

Recommend the Diversity and Inclusion Council hold the responsibility for the oversight of all Team Member Resource Groups to ensure there is consistency with communications and advertising amongst the various groups. The council is also be responsible for the master calendar of events to ensure there isn't overlap or over-programming.

## PROPOSED CHARTER FOR TEAM MEMBER RESOURCE GROUPS

### NAME OF TEAM MEMBER RESOURCE GROUP:

Chair(s):

Leadership Council (*optional*):

### MISSION STATEMENT:

*The Mission of the TMRG is to be a strategic partner with the business to promote a culture of diversity and inclusion through continual engagement. The TMRG will advance the understanding and inclusion of team members. The vision, mission, goals, policies and activities are fully aligned with the organization's core values and strategic purpose and have a positive impact on the business.*

### VALUE PROPOSITION:

*What do you want to achieve this year? What goals do you have for your group? How does this work align with the D/I plan to; Recruit, Retain, Engage and Grow?*

## EVENTS:

*What activities will you do to achieve the mission and value proposition of the group?*

Examples: Activities and events should have a strategic business impact and can be related to relationship building; mentoring; knowledge-building; communication with key audiences; capacity building of individuals or organizations; innovation.

## PERFORMANCE MEASURES

*How will you know if you've achieved your goals? How will you measure your progress? What tools will you use or put in place to measure?*

Examples; recruitment numbers, retention numbers, spend, surveys after events to gauge success, feedback surveys of meetings, engagement surveys, business impact numbers.

## EXECUTIVE SPONSOR/ COLLABORATIONS AND SUPPORT NEEDED:

*Executive Sponsors of Team Member Resource Groups will act as a thought partner with the group and guide to assist with recommendations of speakers, events, etc. based on the groups individual Mission Statement and Value Proposition. Executive Sponsors will not be required to attend meetings or events but will support the group through their knowledge and expertise as they engage with other team members, the community, or need assistance with professional development.*

Examples: suggestion for a speaker about \_\_\_\_; program planning help; collaborate with other Team Member Resource Groups (TMRG)/Projects on \_\_\_\_; support from \_\_\_\_.

## REGISTERED WITH DIVERSITY AND INCLUSION COUNCIL

*Team Member Resource Groups will need to complete the charter with their Mission Statement, Value Proposition, etc. and ensure their goals and focus is aligned to the organization's Core Values and Strategic Purpose. The group will then register with the Diversity and Inclusion Council.*