

THE DUBLIN CITY PUBLIC SECTOR SITE REPORTS

Local Site activity is moving forward with working groups taking responsibility for the achievement of each of the Site's goals.

Opening up recruitment:

The Project aims to make the recruitment policies within Dublin City Council, for particular positions, more open and inclusive by removing inappropriate selection criteria. As part of this, the Site has teamed up with the South Dublin Public Sector Site to carry out an audit of the current skills, competencies and qualifications required for the positions of clerical officer and general operative at entry-level.

This research will be used to develop alternative systems for competency assessment and apply these to competitions held for recruitment of personnel to positions of clerical officer and general operative at entry-level.

Creating an Equality/Diversity Training Module:

An equality and diversity training module, which will be initially delivered to staff at entry level, is being developed. This module will be in a readily transferable format and will ensure all employees can be informed of the latest updates on equality legislation.

Developing a lifelong learning strategy:

Dublin City Council is aiming to develop an induction programme for general operative and clerical officer new recruits and to develop a coaching/mentoring programme which will be incorporated into future induction and management development training programmes. Existing general operative staff, who wish to avail of promotional opportunities, will be provided with interview performance and progression skills training.

For further information on the Dublin City Public Sector Site, contact Stephanie Brennan, Site Co-ordinator at 01 – 672 3136 or by email: stephanie.brennan@dublincity.ie

THE SOUTH DUBLIN PUBLIC SECTOR SITE REPORTS

During this Quarter, the Site Co-ordinator took up position on a full-time basis. Site membership was firmed up and the Site is pleased to welcome FAS, EVE Ltd., and NTDI to the table.

Co-operating with the Dublin City Public Sector Site:

Communications are on-going with the Dublin City Public Sector Site and the Local Appointments Commission on carrying out an audit of the requirements for particular posts in the public sector and reviewing this to develop a competency-based framework for general operative and clerical officer positions within the public sector.

Progression Routes for CE & JI Workers:

The Site aims to support the progression of CE/JI participants into mainstream employment and to support participants on these schemes to apply for entry-level positions within Tallaght Hospital and South Dublin County Council.

Medical Secretary Training

- If funding for equipment can be secured,
- a medical secretary module, accredited at
- NCVA Level II, will be delivered to
- existing staff in Tallaght Hospital and to
- CE/JI participants. Contact Anne Biddulph

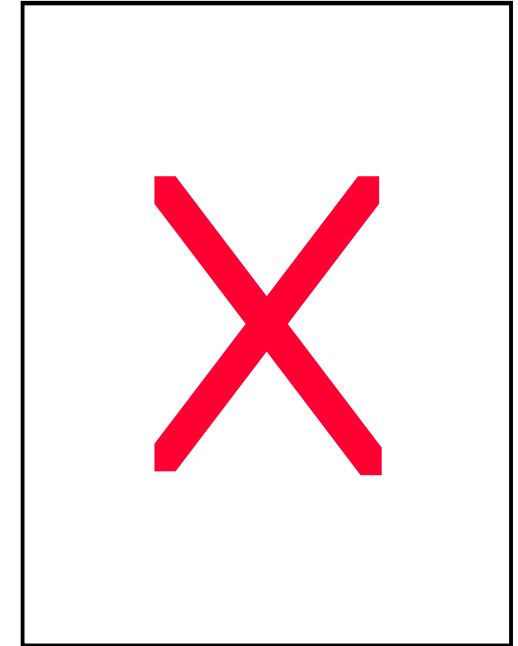
Equality & Diversity Awareness Training:

Current models of equality & diversity awareness training are being reviewed by a small working group in order to determine what 'good practice' exists within partner organisations and if any of this can be adopted by other organisations involved in the project.

For further information on the South Dublin Public Sector Site, contact Anne Biddulph, Site Co-ordinator at 01 – 466 4233 or by email:



EQUAL AT WORK
WHAT'S HAPPENING?
JAN. –
MARCH 2003



An EU-Funded Initiative under the EQUAL Programme



WELCOME TO THE 1ST QUARTERLY NEWSLETTER OF THE EQUAL AT WORK PROJECT.

Equal at Work is now well under way. The four local sites are beginning to roll-out their action plans and numerous pieces of research are currently under way. Read on to find out more...

Annual Report:

The first annual report (May – December 2002) has just been finalised. Members of the DP will receive a copy over the coming weeks.

Interim Evaluation Report:

Hibernian Consulting are beginning to compile the *Interim Evaluation Report* on Equal at Work. It is expected that Finbar will be in contact with all sites over the coming weeks to assist in the compilation of this report.

'Creating the Equal Workplace'

Equal at Work Conference to be held on 25th September 2003 in Dublin. More details to follow.

Information Call:

Partners involved in 'good practice' projects with an employability / equality /inclusion theme are asked to forward details on these initiatives to Caroline Creamer by end April 2003.

Interested in Round 2?

Local Sites are asked to consider applying for further funding under Round 2 of the EQUAL Programme. If interested, Focus Groups will be held with each site in October.

For further information on the Equal at Work Project, contact Caroline Creamer, Project Manager at 01 – 8788900 or by email: ccream@dublinnact.ie

THE PRIVATE SECTOR SITE

It has been an exciting 3 months for the Private Sector Site. Not only was a private sector employer secured for the JobRotation programme, but the training element of the programme has actually begun.

Getting to this stage has not been easy – definitely not a process for the faint hearted! Little did we realise that once we found an employer we would be rolling-out the first, of what we hope will be three, JobRotation programmes. Twelve participants are currently receiving pre-vocational training. This training will last for two weeks, and upon its completion, eight participants will begin a 4-week JobRotation programme in Keeling's Distribution Ltd.

JobRotation – A Step by Step Guide

The many steps involved in establishing and delivering a JobRotation Programme is currently being documented. Contact Margaret Walsh for more details.

Progression for Fastrack into Technology (FIT) Graduates:

Research is currently being carried out in conjunction with Tallaght LES on the progression needs of FIT graduates. Questionnaires are being developed and will be distributed to past trainees of the FIT Programme. Initial discussions with past trainees from the Tallaght area indicated that there is a desire for further training/education to assist in progression. Questionnaires are to be distributed in April / May and the responses will be analysed over the summer to inform the development of the wider progression programme.

For further information on the Private Sector Site, contact Margaret Walsh, Site Co-ordinator at 01 – 848 5630 or by email: mwalsh@dublinnact.ie

THE COMMUNITY & VOLUNTARY SECTOR SITE

Two Working Groups have now been established to carry out research. *Unique Perspectives* have been appointed to carry out research into the pay & conditions and the impact of funding arrangements on these conditions within the Sector.

Further research into HR policies and practices in the Sector is being carried out by the Ballymun Job Centre. This research is particularly focusing on recruitment and progression.

Review Policy & Practice within Sectors:

Data is currently being gathered, through self-completion questionnaires, from a range of community and voluntary organisations in order to find out about their current practices in HR and the perceived barriers to promoting equality and diversity in their practice. Following this, it is intended that a number of detailed case studies be carried out to gain a more in-depth insight into the day-to-day HR issues in organisations and how organisations have developed responses to these. Based on the findings of both these pieces of research, a training module will be developed on the issues of HR policies and practices and will be included into the existing National College of Ireland (NCI) training courses targeting the community and voluntary sector.

Addressing inequalities within the Sectors:

The aim of this research is to document issues such as wages, conditions and the status and value of community and voluntary work, so that learning from this site can be shared within the Sector. This will be accompanied by a mechanism of engagement with the financing and policy-making Government Departments and funding agencies responsible for shaping the wages, conditions and status of the sector. The Site will then highlight 'best practice' at roundtable discussions with Government Departments who have responsibility for funding positions in the C&V sector.

For further information on the Community
& Voluntary Sector Site, contact Anna
Gunning, Site Co-ordinator at 01 – 454
6488 or by email:
agunning@exchangehouse.ie