A. Introduction.

UCAR is committed to providing equal opportunity for all employees and qualified applicants for employment, regardless of race, color, religion, national origin, gender, sexual orientation, age, disability, marital status, veteran status, or any other characteristic protected by law.

The NCAR Diversity Committee finds that NCAR successfully reaches, recruits and retains students and employees from its member universities and other customary sources and will continue to engage with and recruit from these sources.

The NCAR Diversity Committee seeks, through use of the NCAR Diversity Fund and other Diversity Funds held in individual Laboratories, to increase NCAR’s efforts to reach, recruit and retain students and applicants from non-traditional universities and from groups that have historically been underrepresented in the geoscience workforce and academic programs (the “Targeted Talent”). The Fund will be used to pay for programs and activities intended to help remove obstacles that might inhibit the Targeted Talent from competing for educational and career opportunities in science and technical fields, in general and at NCAR, in particular. These obstacles might include:

   a. Lack of information about NCAR, about opportunities at NCAR, about opportunities in the geosciences,
   b. Lack of interest in NCAR or the geosciences
   c. Lack of role models in the geosciences
   d. Lack of a “sense of belonging.”

B. What efforts might be undertaken to remove these barriers?

Efforts to remove these barriers might include:

   1. Recruitment efforts designed to widen and diversify the pool of candidates considered for employment, such as:

      a. Efforts to build long-term scientific collaborations with institutions serving underrepresented populations (hereinafter, the “Target Institutions”)
      b. Efforts designed to increase knowledge regarding the geosciences in general and an interest in NCAR in particular among students at Target Institutions
      c. Efforts designed to promote awareness among students and faculty at Target Institutions regarding available academic opportunities and job opportunities in the geosciences and at NCAR
      d. Efforts to develop and strengthen partnerships with Target Institutions in order to increase the likelihood of recognizing communication and recruitment opportunities for Targeted Talent
2. Retention efforts designed to develop the potential of employees, improve the communication, collaboration and mentoring skills of employees
   a. Mentoring for all new employees and students
   b. Formalize networking and support (social and otherwise) in order to ensure positive impact for all new employees and students
   c. Efforts to develop and strengthen partnerships with Target Institutions in order to help maintain and enhance our open and inclusive environment

C. Examples of appropriate expenditures.

Funds could be used, for example, to pay for:

- Time and travel expenses for an NCAR staff member to visit and speak to relevant administrators and career offices (or directly to students and faculty), or engage in other educational and outreach activities, at Target Institutions; the funds could also be used to pay for that portion of an individual’s salary that is related to the outreach effort
- Travel expenses for an NCAR liaison to a Target Institution and time spent by the liaison promoting NCAR and educating students regarding opportunities at NCAR
- The advertising of NCAR positions in non-traditional publications and venues that serve underrepresented audiences
- Training for NCAR staff in how to be effective mentors to new students and employees
- Other activities, including social activities, designed to welcome and nurture new students and employees and to create a caring community for employees, particularly new students and employees, regardless of race, color, religion, national origin, gender, sexual orientation, age, disability, marital status, veteran status, or any other characteristic protected by law.
- Visits by leaders of Target Institutions (in exchange for a commitment to learn, and communicate to others, about our organization and our opportunities)
- Production of videos or other recruitment tools that can be disseminated to Target Institutions
- Please keep in mind that the funds cannot be used to pay for the research and development salary of an individual chosen or recruited because of their race, color, religion, national origin, gender, sexual orientation, age, disability, marital status, veteran status, or any other characteristic protected by law. Individuals must be selected and hired without regard for race, gender or national origin.

D. Use of Other Laboratory Diversity Funds.

The use of Diversity Funds held in an individual Laboratory is subject to these UCAR Diversity Fund Guidelines. A report on the use of Laboratory Diversity Funds will be included as part of their normal reporting procedures.