



Employer Engagement Project Group Terms of Reference January 2009

Purpose

The purpose of the Employer Engagement Project Group is to assess whether employers are making enough progress in closing the ethnic minority employment gap, to encourage the sharing of good practice and to identify areas for further development. The group will report and provide recommendations to the Ethnic Minority Employment Task Force (EMETF).

Membership

The Project Group will consist of members of the Ethnic Minority Advisory Group and other key stakeholders. The group will be chaired by a member of the Ethnic Minority Advisory Group.

Objectives

To assess whether the private sector is making enough progress on closing the ethnic minority employment gap.

To work with employers

- To ensure they have and evaluate effective equality policies and practices;
- To help ethnic minorities enter work (including employer outreach);
- To help ethnic minorities progress in work, and receive fair pay;
- To ensure fairness in the workplace - e.g. fewer racial incidents; and
- To identify and publicise cases of good practice in a variety of regional settings.

Responsibilities

The Group will meet quarterly or more frequently on specific projects if necessary.

The Chair will provide a quarterly progress update for the Task Force Newsletter, give a short report at EMAG meetings and report progress to the Chair of EMAG

when requested. The Chair of EMAG will be responsible for reporting the progress of all project groups at Task Force Meetings.

The Project Group will be required to produce at least one piece of work yearly – for example, an advisory document, a review, or an investigative piece – to be presented to EMAG and to the Task Force.

Members are required to attend at least 50 percent of yearly meetings. Membership will be reviewed on an annual basis.