



Conseil des arts  
du Canada

Canada Council  
for the Arts

# 2019 Narrative Report on Employment Equity

# Contents

Presentation.....	3
Statistical data .....	5
Representation at the Council from January 1 to December 31, 2019 ...	5
Voluntary self-identification .....	6
Hiring and promotions.....	6
Actions and results for 2019.....	7
Outreach activities .....	7
Joint Employment Equity Committee .....	7
Action plan: Results.....	8
Results provided by the Arts Granting Programs Division .....	8
Perspectives for 2020 .....	10

# Presentation



The [Canada Council for the Arts](#) contributes to the vibrancy of a creative and diverse arts and literary scene and supports its presence across Canada and around the world. The Council is Canada's public arts funder.

The Council promotes and financially supports artistic excellence by offering Canadian professional artists and artistic organizations a broad range of grants, services, prizes and payments. Its work ensures that excellent, vibrant and diverse art and literature engages Canadians, enriches their communities and reaches markets around the world.

The Council also raises public awareness and appreciation of the arts through its communications, research and arts promotion activities. It is responsible for the Canadian Commission for UNESCO, which promotes UNESCO values and programs in Canada to contribute to a more peaceful, equitable and sustainable future. The Canada Council Art Bank operates art rental programs and helps further public engagement with contemporary arts.

The Council is governed by an 11-member Board. Members of the Board and the Director and CEO are appointed by the Governor in Council. The Council works in close collaboration with federal, provincial, territorial and municipal departments and organizations working in the arts and culture.

A federal Crown corporation created through an Act of Parliament in 1957, the Council reports to Parliament through the Minister of Canadian Heritage. It receives funding from Parliament and its annual budget is supplemented by endowment income, donations and bequests.

The Council firmly believes that encouraging inclusion in its workplace contributes to equity in Canada. By committing to offering an inclusive, equitable and diverse work environment, the

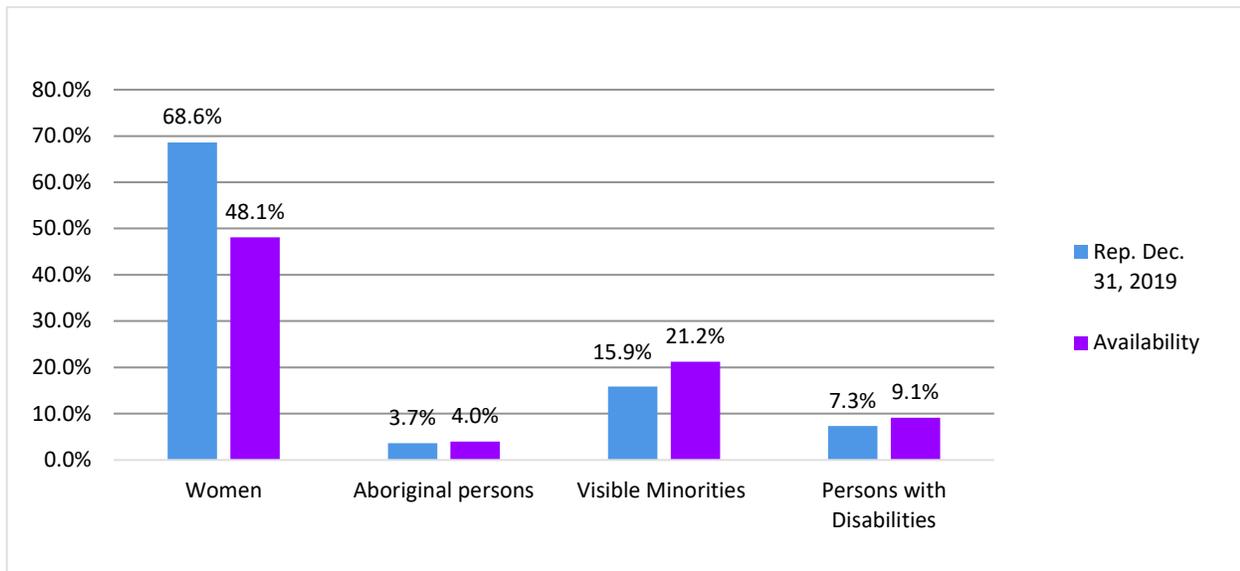
Council helps employees optimize their performance and contribution, which leads to excellence in all the Council's activities.

# Statistical data

This report covers the progress made in terms of employment equity for the period from January 1 to December 31, 2019.

Data on the makeup of the internal workforce is based on information provided by employees via a self-identification form. During new employee onboarding, Human Resources and Organizational Development presents information on workplace equity, diversity and inclusion, and proposes that employees complete the form. Employees can complete the form again whenever they please, whether or not their circumstances have changed. The Council's goal is to lead intensive self-identification campaigns every other year, with the next one planned for February 2022, as the latest one has just been completed in March 2020.

## Representation at the Council from January 1 to December 31, 2019<sup>1</sup>



A comparison of 2019 and 2018 Annual Report employment equity data reveals the following:

- The total number of employees who have worked at Council in 2019 is lower (328 employees) than in 2018 (340 employees).
- The proportion of female employees at Council is 68.6%, which is higher than the national availability rate of 48.1%. This measure is similar to 2018 data.

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<sup>1</sup> Source for workforce **availability** rate: 2016 National Household Survey (NHS).

- Indigenous<sup>2</sup> representation has decreased from 5.3% in 2018 to 3.7% in 2019. The 1.6% decrease is due to different factors. The Indigenous workforce availability rate increased from 2.7% in 2018 (2011) to 4% in 2019 (2016). The Canada Council for the Arts had 11 Indigenous-designated positions in 2019, fostering stability in terms of its overall Indigenous representation.
- The proportion of employees who are members of visible minority groups increased from 15.3% in 2018 to 15.9% in 2019. Although there was a slight increase from 2018, we still have a negative discrepancy when compared to workforce availability, given the increase in the 2016 National Household Survey, which set availability at 21.2% in 2016 versus 17% in 2011. The gap therefore increased from 1.7% in 2018 to 5.3% in 2019, mainly due to new data from the 2016 National Household Survey.
- The representation of people with disabilities increased from 3.8% in 2018 to 7.3% in 2019. However, as the Canadian workforce availability rate increased from 4.5% in 2011 to 9.1% in 2016, the gap increased from 0.7% in 2018 to 1.8% in 2019.

It is important to the Council that its staff be representative of the Canadian population, which is why it will continue to do everything in its power to reach—and surpass—this goal.

### Voluntary self-identification

All new employees are invited to complete the secure online voluntary self-identification form, which is available in Unit4, Human Resources' information management system. Reminders are sent to new employees who do not complete the form. The Council carried out an intensive self-identification campaign in February 2020 and received a 99% response rate; the results served to analyze the Council's overall workforce. However, 11.1% of employees declined to self-identify, thereby skewing the data about the groups covered by the *Employment Equity Act* (EEA).

### Hiring and promotions

Regular staff numbers show that nine people were hired, and five people were promoted in 2019 in terms of EEA-designated groups. Analyzing the data, the Council acknowledges that it will have to continue its efforts to hire and promote more EEA-designated people in 2020. A discrepancy was observed between the Council's internal representation and the Canadian workforce availability of Indigenous, visible minority and disabled people. That said, the representation of disabled people among new employees increased from 6.5% in 2018 to 12.5% in 2019, and the proportion of new employees that are members of visible minority groups grew by 2.8%, increasing from 9.7% in 2018 to 12.5% in 2019. A large portion of these increases are the result of initiatives created as part of our employment equity plan. In fact, 33% of the students we hired in 2019 were members of visible minority groups. Our recruitment efforts have been fruitful and actively support a diversification of the Council's workforce.

In 2021, the Council will continue to impress upon new employees the importance of self-identification in order to ensure that the Council's workforce continues to reflect the overall Canadian workforce. The

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<sup>2</sup> These categories and definitions are found in the *Employment Equity Act*. While the Canada Council now widely uses the term "culturally diverse" (for "visible minority") and "Indigenous" (for "Aboriginal") in its documents, for the purposes of employment equity monitoring and reporting, we use the terminology prescribed by the legislation.

data pulled from self-identification will inform the special measures to be implemented with respect to EEA-designated groups to reduce any representation discrepancies. Additionally, it will support the Council's efforts aiming to establish a standard for strategies that lead to a truly diverse and inclusive workforce.

## Actions and results for 2019

### Outreach activities

On March 21, 2019, the Canadian Commission for UNESCO (CCUNESCO) launched the #ItStartsWithMe campaign, a few days ahead of the International Day for the Elimination of Racial Discrimination. The theme of the campaign was "Meet. Discover. Share." and the hashtag #ItStartsWithMe aimed to engage all members of the public, including Council employees. With help from influential partners, the CCUNESCO has invited Canadians to meet with colleagues, neighbours and friends from cultures that are different from their own and to share what they have learned from the meeting on social media with pictures and videos.

The campaign, which reached more than 4.5 million people, was picked up by the Coalition of Inclusive Municipalities, UNESCO, several national commissions for UNESCO as well as various Canadian and international partners.

In 2019, the Council also sent its employees emails celebrating International Women's Day and Black History Month. In honour of Black History Month, a member of the Joint Employment Equity Committee shared an email containing a video about privilege, the harsh reality faced by marginalized people and communities and the vulnerable state they are left in.

The Council's intranet site serves as a general resource for staff and contains information about employment equity. We also represent diversity with an events calendar that includes all upcoming events having to do with diversity and inclusion that the Council hopes to celebrate, with our use of pictures on the Council's website, as well as with our use of inclusive language in our communications and in day-to-day life. Information on the calendar, which was created in collaboration with the Joint Employment Equity Committee, is given below.

Thanks to these types of initiatives, the Council hopes to continue to promote inclusive and diverse work environments and attract members from groups designated by the *Employment Equity Act*.

### Joint Employment Equity Committee

The Joint Employment Equity Committee is working to communicate and promote the implementation of employment equity activities, to review employment policies and practices, to consolidate employment equity activities and to identify the specific needs of designated groups among the Council's staff. The Committee is made up of Human Resources, union and Council staff association representatives.

Over the course of the three meetings held in 2019, Employment Equity and Diversity Plan 2019-2021 implementation was discussed, along with creating a new, simplified self-identification form accessible

through Unit4, Human Resources' information management system, and creating and implementing a diversity and inclusion events calendar.

## Action plan: Results

The *Employment Equity and Diversity Plan 2019-2021*, which was created in late 2018 to close the gaps with respect to designated groups, continues to promote an inclusive work environment that is respectful of diversity. The plan is updated yearly, and its implementation in 2019 led to considerable progress in terms of the nine legislative requirements of the EEA. In addition to that already mentioned in this report, some progress is noteworthy, namely the creation of a diversity and inclusion events calendar. The Council updated twelve human resources policies, including the Prevention and Resolution of Discrimination and Harassment in the Workplace policy, and had them reviewed by an external firm to identify and eliminate discriminatory factors and systemic barriers. The Council also included a specific performance indicator related to recruitment and development to increase the social and cultural diversity of our workforce in the performance agreements of all EX and CC-10 staff members. This indicator is to be included in the performance agreements of supervisors at all levels using a "cascading goals" approach. The Council developed Manager's guidelines on Employment Equity and Diversity and shared them with the entire management table. The guidelines are also included in the orientation program for new managers. Lastly, the Council established a partnership with Employment and Social Development Canada for the recruitment of Indigenous people, including the referral of candidates. Targeted recruitment for all employment equity groups is also discussed during recruitment with managers, as required. Wherever possible, the Council uses employment agencies that specialize in employment services for designated group members and advertises its job postings in designated group publications.

## Workplace equity, diversity and inclusion training

In 2018-2019, the Council provided its employees with mandatory training on diversity and inclusion; it will be repeating the experience in 2020-2021 (approximately 280 employees). The training was included in the Council's corporate training plan for 2020-2021 and is also mentioned in the Employment Equity and Diversity Plan 2019-2021. The mandatory training on diversity and inclusion for new employees and managers offered by the Canada School of Public Service was added into the employee integration program developed in 2019-2020 and will be fully implemented in 2020-2021.

## Results provided by the Arts Granting Programs Division

In its 2016-2021 Strategic Plan, the Council demonstrated its desire to promote diversity, namely through two of its strategic objectives: increasing support to artists, collectives and organizations by striving for artistic excellence and mustering increased engagement for the arts among an ever more diverse public and Renew the relationship between Indigenous artists, and Indigenous and non-Indigenous audiences, for a shared future. The efforts made towards these objectives resulted in the following for 2018-2019:

- In all, 842 artists and arts organizations from various cultures received grants totalling \$27.5M, an increase of \$5.1M in comparison with 2017-2018 and more than \$15.6M in comparison with 2015-2016.

- In Deaf and disability communities, 256 artists and arts organizations received a total of \$7M, an increase of \$2.3M in comparison with 2017-2018 and more than \$5.5M in comparison with 2015-2016.

In 2019, the Council published Expanding *The Arts II: Deaf and Disability Expression and Engagement Strategy*, which outlines objectives and actions to support the Deaf and disability arts sector within the context of the Council's current Strategic Plan and funding model. It focuses on deepening the Council's impact on the development of the Deaf and disability arts sector, and to realize the vision of Deaf and disability arts as a vibrant field that is recognized and supported as bringing distinct perspectives and ways of being into the common cultural experience, shifting perceptions and understandings of the human condition and artistic expression.

The Council has been developing its capacity to post information on its website in sign language (American Sign Language and Langue des signes du Québec), creating videos for announcements related to programs and strategic plan engagement activities.

# Perspectives for 2020

It is important to note that the Council has implemented employment equity policies and practices. A number of the Council's policies complement and strengthen our commitment to diversity and employment equity. The policies and practices, combined with special measures, will guarantee that the four groups designated in our workforce will reach a level of representation comparable to the active Canadian population in the years to come.

Human Resources has also led an intensive self-identification campaign to look into diversity and equity issues at the Council. The information that was gathered throughout the campaign will serve to develop the next employment equity and diversity plan, as well as to realign and support employment equity goals.

The fight against racism is a Council priority in 2020, which we are addressing through various activities, including mandatory training for all employees and managers. We believe that we can make significant progress in reaching this priority in the coming years. The Council will strive to become a leader in eliminating underrepresentation and surpassing the workforce availability criteria, attesting to real workforce diversity and integration.

Lastly, the Council will continue to ensure that all artists have equal access to its programs and that all Canadians feel represented in Canada's artistic landscape. This will have an even greater impact if it is harmonized with internal staff that is diverse, equal and include, and proud of it. By implementing the measures listed in the Employment Equity and Diversity Plan 2019-2021 and continuing to support artists, collectives and organizations that are meeting the growing demands of increasingly diverse and inclusive audiences, the Council hopes to make great strides in employment equity in 2020.