**Diversity, Equity and Inclusion (DEI) form**

**Please choose and complete either: Version 1 – open questions,**

**or Version 2 (page 5) – multiple choice.**

Unintentionally, our organisation *isn’t* a level playing field. We acknowledge people enter the world of work and advance in careers with unevenness of advantage, opportunity, privilege, and power — so what is “fair opportunity” is not the same for everyone.[[1]](#footnote-2)

This form is a work in progress, to help us see the issues we need to address. It highlights when we are not attracting qualified applicants from certain communities, so we can then critically examine our organisation and see how it can be changed to address this.

We are actively working to create an organisation in which all individuals are able to make best use of their skills, free from discrimination, harassment and bullying. We are working on DEI issues in our communications, research and content, too.

### Are you happy to complete this form?

1. *Note: completed forms will only be viewed by the personnel team (‘HR’) for the purposes of DEI. Information will be treated anonymously and will not be used by shortlisters and interviewers, or linked directly back to individual applicants.*

Yes

No

Date:

If no, please type why not so we can learn:

### **Version 1 – open questions**

### 1. Which describes your position with Ethical Consumer: a job applicant or an employee? Please type.

### 2. How did you hear about the vacancy at Ethical Consumer? Please be as precise as possible.

### 3. What is your age?

### 4. What is your gender?

### 4a) Are you transgender?

### 5. What are your pronouns? For example, “she”, “he” or “they”.

### 6. What is your sexual orientation?

### 

### 7. What is your ethnicity?

### 8. Do you consider yourself disabled? Please type yes or no. Further information is welcome.

### 9. Do you have a mental health condition? Please type yes or no. Further information is welcome.

### 10. Which term best describes your class? For example working class, middle class, upper class.

### 11. Do you have caring responsibilities? Please type yes or no. Further information is welcome.

### 12. Do you have a religion or belief? This can include any strongly held belief.

### 13. Is there anything else about you that should be factored into our equal opportunities data?

### 14. Is there anything else you think we ought to monitor going forwards, that does not relate to yourself specifically?

**15. This form is a work in progress. Do you have any other feedback about this process that may help us to improve it?**

We referred to the following sources in producing this form:

* https://www.stonewall.org.uk/monitoring-form
* https://www.tuc.org.uk/sites/default/files/Equal%20Opportunities%20Monitoring%20Form.pdf
* https://www.ccl.org/articles/leading-effectively-articles/5-powerful-ways-to-take-real-action-on-dei-diversity-equity-inclusion/

**Version 2 – multiple choice**

### 1. Which describes your position with Ethical Consumer:

### Job applicant

### Employee

### 2. How did you hear about the vacancy at Ethical Consumer?

### Ethical Consumer website

### Ethical Consumer newsletter

### Ethical Consumer Facebook

### Ethical Consumer Twitter

### Ethical Consumer Instagram

### Diversity Dashboard

### Creative Access

### Environment Job

### Charity Job

### Linked In

### A Facebook group (please say which)

### Other (please say where)

### 3. What is your age?

### Under 25

### 25-34

### 35-44

### 45-54

### 55-64

### 65 or over

### Prefer not to say

### 4. Which best describes your gender?

### Non-binary

### Female

### Male

### Transgender

### Prefer not to say

### Other

### 5. What are your pronouns?

### He /him

### She / her

### They / them

### Prefer not to say

### Other

### 6. Which best describes your sexual orientation?

**Bisexual**

**Gay / Lesbian**

**Heterosexual / Straight**

**Prefer not to say**

**Other**

### 7. What is your ethnicity?

### **Asian / Asian British**

### **Black /African /Caribbean / Black British**

### **Mixed / Multiple ethnic background**

### **White**

### **Prefer not to say**

### **Other**

### 8. Do you consider yourself disabled or with a long term physical health condition?

**Yes**

**No**

**Prefer not to say**

**If yes can you provide further details:**

**Visual impairment**

**Hearing impairment**

**Physical disability**

**Cognitive or learning disability**

**Neurodivergent**

**Other**

### 9. Do you have a mental health condition? Further information is welcome.

**Yes**

**No**

**Prefer not to say**

### 10. Which term best describes your class?

### Working class

### Middle class

### Upper class

### 11. Do you have caring responsibilities? Further information is welcome.

**Yes**

**No**

### 12. Do you have a religion or belief? This can include any strongly held belief.

### 13. Is there anything else about you that should be factored into our equal opportunities data?

### 14. Is there anything else you think we ought to monitor going forwards, that does not relate to yourself specifically?

**15. This form is a work in progress. Do you have any other feedback about this process that may help us to improve it?**

1. <https://www.ccl.org/articles/leading-effectively-articles/5-powerful-ways-to-take-real-action-on-dei-diversity-equity-inclusion/> [↑](#footnote-ref-2)