

Diversity Council Australia (DCA) ASSESS to R.I.S.E Participant Guide 10 September 2023

Thank you for participating in the RISE project's ASSESS TO RISE organisational self-assessment Tool. This evidence-based self-assessment process is specifically designed to assist organisations understand and unlock leadership opportunities for culturally and racially marginalised (CARM) women in their organisations.

What does this Tool Do?

ASSESS TO RISE takes your organisation through a self-assessment to better understand:

- **the systemic barriers** holding back culturally and racially marginalised (CARM) women from rising into leadership in your workplace, and
- **the actions your organisation can take** to address these systemic barriers and enable CARM women to rise into leadership in your workplace.

Who are 'CARM' women?

Culturally and racially marginalised (CARM) women in Australia are women typically racialised as Black, Brown, Asian, or any non-white group, who face discrimination or marginalisation due to their race and/or racialised religion.

Importantly, CARM women includes Aboriginal and/or Torres Strait Islander women as they experience marginalisation due to race.

In addition to this ASSESS to RISE Tool focused on CARM women (including Aboriginal and/or Torres Strait Islander women) a separate Tool focusing on only Aboriginal and/or Torres Strait Islander women is needed to recognise the unique place of First Nations people in the country and their experiences of colonisation.

Our category of CARM women is inclusive of cis women, trans women, and non-binary and/or gender diverse people who identify (or are identified by others) as CARM women.¹

Is 'CARM' the same as 'CALD'?

Culturally and linguistically diverse (CALD) is a much broader category than CARM, as it **also** includes people who:

- are typically racialised as white,
- are from a non-Anglo Celtic cultural background, and
- may not speak English as their main language (themselves, their parents, or ancestors).

For example, a Ukrainian migrant or a someone who is born in Australia from Ukrainian parents.

Who should complete this Tool?

ASSESS to RISE is designed to be completed by:

- **your organisation's RISE project team** – which typically consists of 3 or 4 people including D&I/HR contacts, senior executive sponsors/champions and/or members of any D&I Networks/Committees/Employee Reference Groups.
- **any CARM women working in your organisation** – particularly the 15 CARM women in middle management who are participating in the RISE project.

How long will the Tool take to complete?

Your organisation's RISE team will take a maximum of 60 minutes to complete the Tool.

CARM women in your organisation will complete a shorter version of the Tool, which will take a maximum of 30 minutes.

If you can, try to complete the Tool in one sitting – or keep the browser open if you need to return to it. If you close your browser your progress may be lost.

What happens with the information I share?

Your responses will be aggregated to generate a confidential report that helps your organisation:

- better understand systemic barriers to leadership for CARM women in your workplace, and
- create and implement a 12-month organisational action plan that address these systemic barriers.

What happens when the project team and CARM women have completed the Tool?

Once your organisation has completed the Tool, your organisation's RISE project team will receive an automatically generated:

- **Confidential Self-Assessment Report** which identifies possible systemic leadership barriers for CARM women in your organisation, as well as links to useful resources relating to each barrier
- **12-Month Action Plan Template** which provides a framework to create a strategic action plan for your organisation using findings from your Confidential Self-Assessment Report.

When will my organisation's results be released, and will I see them?

This online Tool will be open for 3 weeks to allow all RISE participants in your organisation to complete it. Once the last RISE participant has completed the online Tool, an automatically generated report of your organisation's findings will be emailed to your organisation's RISE project team. They will be able to share the findings with you after this time.

What happens to the information I provide in the Tool?

The responses you provide to the on-line Tool will be de-identified and aggregated with the responses of other RISE participants from your organisation (i.e., the RISE project team members and CARM women employees, so your individual responses cannot be separated or identified). The data will be stored securely in Australia within the Google Cloud once you submit your response. DCA will store your deidentified data for analysis within a password-protected server for five years.

What does this Tool Assess?

ASSESS to RISE has 4 Change Levers – **Understanding Gendered Racism, Organisational Culture, Intersectional Policies & Processes, and Impact**. Each Change Lever has 4 Focus Areas. These have been identified based on an extensive literature review of academic and industry research on the systemic barriers and enablers of CARM women in leadership). The draft Tool has been reviewed and refined in consultation with a RISE Expert Panel consisting of CARM women in leadership with subject matter and lived expertise.



¹ ACON, "Language", TransHub, Retrieved from <https://www.transhub.org.au/language>.