

Diversity and Inclusion Policy

1. Introduction

At Kate John Associates (KJA) we are committed to fostering a diverse and inclusive workplace and recruitment environment. We recognize the importance of diversity in all aspects of our business, and we are dedicated to promoting equal opportunities and eliminating discrimination in the field of finance and accountancy recruitment.

2. Our Commitment

- **Equal Opportunities:** We are committed to providing equal opportunities to all candidates, irrespective of their age, disability, gender, race, religion, sexual orientation, or any other protected characteristic. Our recruitment processes and practices are designed to be fair and transparent.
- **Diverse Talent Pool:** We actively seek to build a diverse talent pool of senior finance professionals to ensure that we can present a range of candidates to our clients.
- **Inclusive Workplace:** We foster an inclusive working environment for our own employees, promoting diversity and inclusivity within our team.

3. Recruitment Practices

- **Non-Discrimination:** We do not tolerate any form of discrimination in our recruitment processes. All candidates are assessed solely based on their qualifications, skills, and experience relevant to the job role.
- **Accessibility:** We make reasonable adjustments to accommodate candidates with disabilities throughout the recruitment process.
- **Unconscious Bias Training:** Our staff involved in the recruitment process receive training on unconscious bias to ensure fair and objective evaluations of candidates.

4. Client Partnerships

- **Educating Clients:** We work with our clients to educate them on the importance of diversity and inclusion in their hiring practices. We aim to partner with organizations that share our commitment to diversity.
- **Candidate Diversity:** We actively present a diverse slate of candidates to our clients and encourage them to consider candidates from underrepresented groups.

5. Data Collection and Monitoring

- **Data Collection:** We collect data on the diversity of our candidate pool and regularly review our practices to identify areas for improvement.
- **Transparency:** We are committed to sharing aggregated diversity data with our clients and partners, on a project by project basis while respecting privacy regulations.

6. Reporting and Accountability

- **Accountability:** All staff members are responsible for upholding our diversity and inclusion policy.
- **Reporting Mechanism:** We have established a confidential reporting mechanism for employees to report any concerns related to discrimination or bias.

7. Continuous Improvement

- **Feedback:** We actively seek feedback from employees, candidates, and clients to continuously improve our diversity and inclusion practices.
- **Regular Review:** We will regularly review and update this policy to reflect the evolving landscape of diversity and inclusion in the workplace.

8. Conclusion

At Kate John Associates we are dedicated to promoting diversity and inclusion within our organization and in the senior finance recruitment industry. We firmly believe that a diverse and inclusive environment benefits our candidates, clients, and our own team.

By adhering to this policy, we aim to be a leader in advancing diversity and inclusion in the recruitment of senior finance professionals.

Kate John Associates 1/1/23