



DIVERSITY PLAN

To promote diversity, inclusion and equity

**SASKATCHEWAN COUNCIL OF ARCHIVES
AND ARCHIVISTS**

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Diversity Objective:

Encourage members at all levels to embrace persons of various races, cultures, sexual orientation and age as demographics in the province change.

Our Diversity Plan:

Membership and holding province-wide would reflect the diversity of the communities in the province.

Assessment and Background Information:

1. Our current activities related to diversity, inclusion and equity.
Communication Tools (monthly e-update to members, website, listserve as required)
Archives Week (celebrations at the Institutional and Membership level)
Institutional Grant Program
Free Educational Workshops (Basic Archives)
Additional workshops (1 or 2 per year with fee to attend) during the year with specific topics as decided by Education the Education committee and members.
Heritage Fair (involved with adjudication at local/provincial level)
2. What are the Strengths and Limitations of these activities?
Communication: Topics are relevant to current archival issues, however they are limited to who they are directed to – one designated member of the Institution and rely on them to pass on to others.
Archives Week: # of grant recipients have increased annually and it has become a provincial celebration. Honorable Mark Docherty, Minister of Parks, Culture & Sport provides declaration of Archives Week.
Institutional Grants: Funds dispersed from \$2000 to maximum of \$5000 per project. Allotment from budget in 2014-15 is \$48,000.00 (29% of total funding accessible to members for projects.)
Educational Workshops: Available to members and provides valuable information. Programs could be more tailored to meet needs of members in attendance. Currently face-to-face but could be online (introduction) and then more advanced in a classroom setting.
Heritage Fairs: Archives Advisor and some Executive members are involved in judging at regional and provincial level, AA created a Guide for Youth Heritage Fair Participants to assist in using archives in creating/researching their project. Great partnership and could possibly look to offer online tutorials to assist.
3. Our key target areas/groups
Raise Public awareness of archives and what they offer – Institutional Members
Investigate partnerships with Associations/Organizations that have expertise in areas that can support our initiatives – Museums/Libraries and First Nations/Metis
Educational/Professional Development to assist with skills for effectively responding to changing environment – Educators/Archivists

Section One: Priority Overview

1. **Grants:** Promote and encourage diversity projects through grant applications. Stress to applicants that projects with a “Diversity” component will receive priority over other projects.
2. **Workshops:** Hosting workshops that teach a variety of topics that pertain to diversity in archival holdings and clientele.
3. **Promotions:** Communicate through various means the importance of diversity in all that we and our members do
4. **Professional Development:** Participate in training for board and staff on topics related to working with Diversity (perhaps with other pilot groups.)
5. **Value for Membership:** Re-think what membership provides (individual and institutional) with an emphasis on youth and diversity.

Current Activities and Changes:

Priority Area	What are you currently doing?	What do you hope to change?
<p>First Nation members more relevant and active in association.</p> <p>Promote ourselves so that we are respected and trusted in the community</p> <p>Identify and recognize those groups that represent newcomers, LGBTQ2S in the province (this is a first step towards initiating possible/potential partnerships).</p>	<p>Membership in our association is open to any and all who express interest, no relevant groups are turned away.</p> <p>Certain Council members have already made strides in terms of representing our forming partnerships with diverse groups. The U of S Archives has had a number of displays and exhibitions relating to First Nations people in Saskatchewan. Moose Jaw Museum and Art Gallery recently hosted a book launch for Hidden Histories, Gender & Sexual Diversity in the Friendly City. U of S has a large LGBTQ2S collection.</p> <p>Cities of Saskatoon and Regina have participated in work placement programs with the Open Door Societies in their respective communities.</p>	<p>Become a cultural centre more active in finding members and becoming more active</p> <p>Enable members in smaller centres or rural areas to reach out to diverse clientele, especially newcomers, First Nations.</p> <p>Facilitate member in making archival materials and exhibits more accessible for newcomers and people with disabilities.</p>

Section Two: Details of the Plan

Priority Area	Goals	Actions – Key Activities	Who /When	Estimated Resources
Grants	Initiate and promote diversity projects through grant application process	To ensure that through its grant applications, the holdings of SAA members reflect the diversity of our communities. Explore potential options with other similar groups and organizations.	4-6 months	
Workshops	Implementing workshops that correspond with diversity goals	Host trainer workshops Find trainers and develop program Determine specific topics for programs/emphasis on oral history	4-6 months	
Promotions	Promote our message through effective mediums	Whenever possible (SCAA Events, AGMs, Archives Week) introduce to member the idea of “Diversity”. Stress the value and relevance of this idea – our province is changing, we need to change with it. Stress that diversity is all inclusive (Race, gender, culture, sexual orientation, disabilities/accessibilities)	Immediately	
Professional Development	Educate SCAA board and staff on diversity initiatives and look for opportunities to cooperate with other organizations	Invite other Diversity Pilot Project groups to our Board Meetings, discuss various Diversity issues, and investigate possible Diversity partnerships in the future.	Starting December board meeting reach out to 2 other pilot groups, Non-SaskCulture groups – potentially AGM	

Section Three: Evaluation

Priority Area Goals	Desired Change	Anticipated Results (Outcomes)	Success Indicators (How you will know it is working)	Possible Long-Term Impact
Grants	Introduce and explain the rationale behind this “Diversity” initiative, and encourage projects that include a Diversity component	Receive grant applications that have a Diversity aspect. Develop methods and ideas (relating to Diversity planning) that might be useful to others	More applications with diversity projects – better understanding of need for diversity planning.	Increase in diversity projects.
Workshops	Hold “Train the Trainer” Workshops	Bring in instructors who can guide/instruct members on the various archival processes that might be relevant to the other “diverse” groups that we are attempting to include	Increased workshop attendance, more “diversity” projects, better collaboration, new SCAA members from our target groups	Evidence of increased archival material relating to First Nations and newcomers in the province. Greater “diversity” awareness. New groups (from our target demographic) joining SCAA
Promote through effective mediums the importance of a diverse holdings and memberships	Communicate the importance of diversity in all that we do and our members do	Consistent message and increased recognition of the importance of diversity. Celebrate successful endeavors in our community	Materials and message out and tracking of number of ways and places used. Inquiries about getting more information. Questions and comments about linking the message to archives and capturing history.	Change in member activities and increased promotion through them. More diverse membership.
Professional Development	Working collaboratively with other SaskCulture groups on diversity projects	Plan one collaborative diversity project within year 2	Reach out to a minimum of two other groups (in our target demographic) per year	More collaboration and greater understanding or knowledge of other groups (both in our target demographic, and those in SaskCulture)