

How To Use The EmployableQ Toolkit

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YOUR JOURNEY TO AN INCLUSIVE AND ACCESSIBLE WORK PLACE



FIND OUT WHERE YOU ARE

An important first step in starting your accessibility and inclusion work, is to get an indication around how you are doing against the Four Pillars of Inclusion. The EmployableQ Toolkit provides you with a list of questions that you may want to ask your whole organisation. Once you collect the responses, you can determine what areas you need to focus on.

EDUCATE

Begin by ensuring that staff have a foundational understanding of disability and LGBTI+ inclusion. This will ensure any organisation-wide conversations are conducted in a space where there is increased cultural safety for LGBTI+ people with disability.

For example, an important concept for all staff to understand is the social model of disability. This idea means that ‘disability’ is socially constructed, and is ‘the result of the interaction between people living with impairments and an environment filled with physical, attitudinal, communication and social barriers’ (People with Disability Australia, 2019).

The social model of disability recognises that disability is not just a ‘health problem’. It places the responsibility of addressing physical, attitudinal, communication, and social barriers to access on our society, rather than individuals living with impairments. The social model of disability does not deny or dismiss the reality of impairment or how it affects the individual. However, it does challenge how a ‘disability’ or ‘impairment’ is defined within the context of an inaccessible society. (People with Disability Australia, 2019).

Ensuring all staff have a basic understanding of concepts related to disability inclusion also reduces the likelihood that individuals (particularly those with disability) in the organisation need to educate all staff.

Refer to the training information sheet included in the toolkit and gather your whole organisation to engage in disability inclusion awareness training.



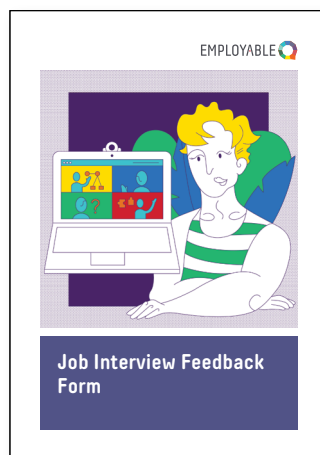
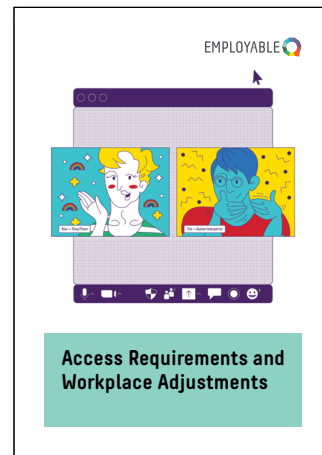
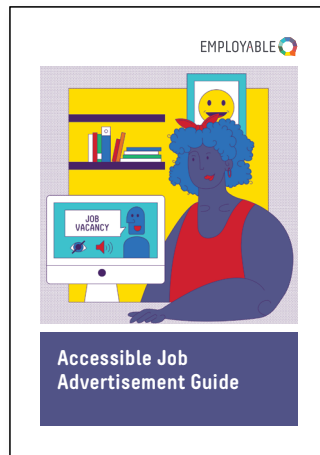
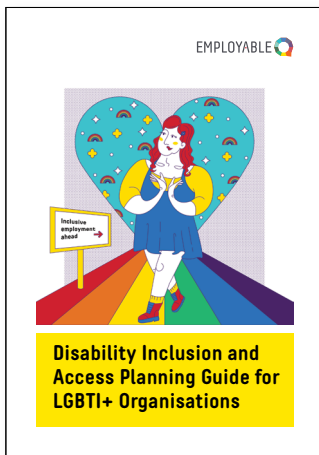
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TURN GOOD INTENTIONS INTO ACTION

Co-design a Disability Inclusion Action Plan (DIAP) with your staff. A Disability Inclusion Action Plan is a written plan which outlines what your organisation is going to do to promote accessibility and inclusion in the workplace.

Follow the guidelines on how to co-design a DIAP in a way that is transparent, safe and inclusive.

Look at the EmployableQ Toolkit for resources to support you to improve how accessible and inclusive your workplace is, from recruitment to employment.



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Return to this document to help guide and inform the work you commit to doing as an organisation.



ALIGN YOUR POLICIES

Refer to the action items regarding employment in the DIAP. Ensure that your organisation policy reflects these changes. Consider working with your organisation to develop a diversity statement which includes disability.

REVIEW AND EVALUATE PROGRESS

Continue to use the DIAP as a “living document” outlining your pathway to inclusion. Return to this document to help guide and inform the work you commit to doing as an organisation.

