ELOHIM FOUNDATION

Creating Alternatives, Promoting Sustainable Development.

GENDER DIVERSITY & INCLUSION POLICY

Effective Date: August, 2026.
Review Date: September, 2017, 2022**.**
Approved by: Board of Trustees**.**

ADDRESS:

ABUJA OFFICE/HQ: BLK 5, Plot 458, Ibecheole Julius, Dutse Sangwari Layout, off Bwari Area Council. P. O. Box 12364 Garki Abuja. Telephone: 08088207940, 08037572517. Nigeria.

SULEJA MAIN OFFICE: No 13 Dabai Crescent, off Suleiman Baru Road, behind Federal Road Safety Office, Suleja Niger State. 08105508443.

OWERRI OFFICE: Suite 10/11, Anglican Diocesan Women Complex, Egbu, Owerri North, Imo State. Tel: +234-0803-3494865.

E-mail: info@elohimfoundation.org.ng , elohimfoundation@gmail.com

Web site: **www.elohimfoundation.org.ng**

BACKGROUND

Elohim Foundation was formerly known as The Carpenter's Foundation International, a non-for-profit development and humanitarian organisation founded on the 13th September, 2001 in Abuja –Nigeria. The foundation is the brainchild of Dr. Ibecheole, Julius a physically challenged Nigerian, set out to tackle the challenges of human family preservation through socio-economic intervention.

The Foundation was registered with Cooperate Affairs Commission as a non-for-profit organisation on the 29th April 2002 five years after it started operation in Egbu Owerri, Imo State on 27th of August, 1997. Following its registration, the foundation officially got inaugurated in Abuja on the 13th of September, 2001. And in 2006 its operational office in Niger state was established.

In 2005, 2010 and currently in 2024 Elohim Foundation has gone through strategic structural and program reviews by external consultant development firms with intent to strengthen its operational capacity, efficiency, productivity and impact in line with its broad goals and objectives while keeping in tune to emerging trends.

Elohim Foundation therefore is a system-based organisation with a history of best practices rooted through its dynamic operational policies and regulations, providing evidenced based services to a wide range of clients across Nigeria using dynamic strategic approaches such as partnerships, social movements, advocacy, right based approach, inclusivity, evidence based, research and conferencing.

GOAL

To contribute to the sustainability of the human community through eradication and impact mitigation of conflict and socio-economic challenges while promoting human capacity development.

VISION

Intact family for Sustainable human society.

MISSION

To provide intervention services that addresses the challenges of conflict and sustainable human society, through people centred approaches in both development and humanitarian setting.

Internal document for limited circulation

Document Control
Director, Corporate Services will be responsible for the periodic review of this document.

Document Responsibility

Title	Gender, Diversity and Inclusion (GD&I) in the Workplace Policy
Directorate	Director General
Unit	Human Resources
Manager	Team Leader, Human Resources, CIFOR and Head of Human Resources, Elohim Foundation
Applicable to	All staff

Document Revision History

Version	Approved By	Effective Date	Sections Modified
1.0	Integrated Leadership Team	1 January 2022	New Guideline

Gender, Diversity and Inclusion in the Workplace Policy

Policy Statement:
Elohim Foundation recognize that a diverse workforce is key to the achievement of its strategic goals and objectives, believing in a rich diversity to increase research and management excellence. In all processes, Elohim Foundation aim at preventing and eliminating discriminatory behaviours, policies or practices within Elohim Foundation that may intentionally or unintentionally prevent, inhibit or undermine (on discriminatory grounds), the full and equal participation of all who wish to contribute to the mission of the organization.

The purpose of this policy is to:

i. Facilitate an inclusive work environment that embraces all that makes Elohim Foundation unique and recognizes the benefits borne of this differentiation.
ii. Preserve the rich diversity within Elohim Foundation that includes nationality, language, race, ethnicity, gender, age, location, sexual orientation, personality, disability, family status or responsibilities, religion or belief, social class or any other areas of potential difference.
iii. Provide direction in favorably positioning Elohim Foundation to attract, retain and motivate a diverse and well skilled pool of talent.
iv. Foster a culture that reflects Elohim Foundation Core Values of Professionalism, Innovation, Impact and Creative thinking, Mutual respect, inclusiveness and collaboration and Commitment to environmental sustainability and social equity.

Benefits:
Elohim Foundation recognise the following as potential benefits of a highly diverse and inclusive workplace:

i. Increased creativity, innovation and a consistently high level of productivity driven by the high quality and diverse workforce.
ii. Improved morale and staff engagement.
iii. Improved ability to recruit and retain high quality staff members from a wide variety of backgrounds, skills, outlooks on life and experiences.
iv. Improved and supportive organization culture as a result of reduced discriminatory behaviors and conduct in the workplace.
v. Improved relationships and communication with stakeholders (local governments, donors, NGOs, partner organizations, etc.).

Expression of Commitment:

Equity –Elohim Foundation are committed to equity among its diverse workforce. Equity shall mean that all staff members, third parties, suppliers, contractors and other stakeholders receive fair treatment, that there is a transparency to cause and effect, and that consequences and rewards are clear. Equity will be expressed through unbiased access to opportunities.

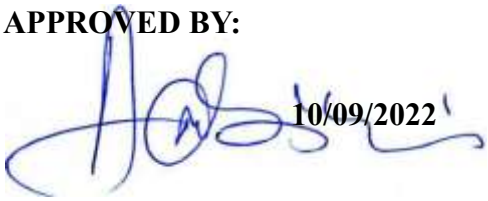
Gender Parity –Elohim Foundation shall take gender parity as the process of allocating resources, research programs, and decision making fairly to both males and females without any discrimination on the basis of gender and addressing any imbalances in the benefits.

Diversity –Elohim Foundation shall take diversity as acknowledging the differences between staff members coming from a wide range of backgrounds, disciplines and experiences each bringing their own perspectives. This embodies the principle of fair treatment for all whilst understanding and respecting differences.

Inclusion –Elohim Foundation shall take inclusion as a work environment where individuals are treated with dignity and respect, where the talents and skills of different groups are valued, enabling all individuals to contribute fully towards Elohim Foundation success. No staff or partner may be barred from contributing to any piece of work undertaken by Elohim Foundation due to their differences.

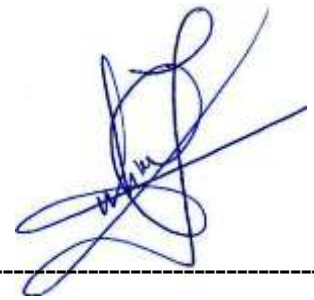
The above commitments will find their articulation in all relevant aspects of the organization, structure, process, communication and delivery of Elohim Foundation mission and mandate.

APPROVED BY:



10/09/2022

Mrs. Ngozi Obilor
President Board of Trustees.



10/09/2022

Dr. Ibecheole, Julius PMD. NES.
Chief Executive Officer/Founder