



## **Diversity & Inclusion**

### **Objective and Scope**

CTPF is committed to pursuing diversity, and recognizes that the need for and benefits of diversity are amongst the cornerstones of a successful workplace. The Fund strives for a diverse mix of qualities, experiences, and working styles. These differences bring a richer set of ideas, perspectives, and approaches to Fund issues. Diversity refers to the similarities and differences between individuals, accounting for all aspects of one's personality and individual identity. Some of the dimensions of diversity include, but are not limited to:

- Age;
- Disability;
- Ethnicity/national origin;
- Family/marital status;
- Gender;
- Gender identity or expression;
- Language;
- Life and work experiences;
- Physical characteristics;
- Race/Color;
- Religion, belief, and spirituality;
- Sexual orientation;
- Socioeconomic status;
- Veteran status.

Employee diversity is an integral part of the Fund's business practices. Individual differences are respected and valued. Fair and equitable treatment will apply to all aspects of employment. To ensure this, CTPF will actively remove barriers to ensure that each person has equal access to the benefits of employment. Proactive accommodation at work will be provided, where necessary and reasonably practical, to support the employee's dignity, worth, and productivity and/or to hire or retain qualified employees belonging to groups protected under the EEOC guidelines.

### **Recruitment**

CTPF is committed to recruiting the most qualified candidate for each role at the Fund. In efforts to recruit from a diverse pool of qualified candidates and to gain exposure to the largest possible group of

qualified candidates, the recruitment process will take the following steps when posting jobs and selecting qualified candidates:

- (i) Most positions will be advertised internally to allow all internal staff that meet the positions' minimum requirements for a new or vacant position to be interviewed for those positions.
- (ii) When no internal candidate is identified as the best candidate for a position, CTPF will expand the pool of candidates and increase exposure to more candidates by:
  - a. Announcing the vacancy by posting the job opportunities to the Fund's recruitment portal and soliciting applications and resumes from qualified individuals.
  - b. Posting or advertising the vacancy on appropriate websites.
  - c. Considering referrals of qualified candidates from the internal staff.
- (iii) In all cases, CTPF will seek to hire the best qualified candidate for each position.
- (iv) When two or more candidates have comparable qualifications for a position, CTPF will seek to hire the qualified candidate that lends to the achievement of the State of Illinois' public policy goals and the Fund's diversity goals.

The HR department is responsible for overall compliance and will maintain personnel records in compliance with applicable laws and regulations.