

GENDER EQUALITY PLAN





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Organisation's goal and vision

KykloIKOdromio is a non-profit organization promoting sustainable development and environmental protection through educational and research programs, studies, and various events and workshops. The organization is strongly committed to promoting gender equality and ensuring its activities are inclusive and gender-sensitive. This commitment is reflected in KykloIKOdromio's mission statement, which emphasizes empowering women and promoting gender equity in all aspects of sustainable development. As such, the gender equality plan is a critical component of KykloIKOdromio's overall strategy and is designed to ensure that all of the organization's activities are aligned with this mission. By promoting gender-balanced teams, developing gender-sensitive indicators, and fostering a gender-sensitive and inclusive project culture, KykloIKOdromio is committed to ensuring that gender equality is at the forefront of its work and that all stakeholders benefit equally from the organization's efforts.

Introduction

Gender equality is a fundamental human right and critical for sustainable development. It is essential for achieving the United Nations' 2030 Agenda for Sustainable Development, which emphasizes the importance of gender equality, the empowerment of women and girls, and the elimination of gender-based violence and discrimination. Gender equality is crucial in all areas of life, including education, health, employment, economic development, and the environment.

Despite significant progress towards gender equality in recent years, much work remains to be done. Gender-based discrimination and violence persist, and women and girls face numerous challenges and barriers to achieving their full potential. The COVID-19 pandemic has also highlighted and exacerbated existing gender inequalities, with women and girls experiencing higher unemployment rates, poverty, and domestic violence.

Non-governmental organizations (NGOs) are critical in promoting gender equality and advancing sustainable development. As such, our NGO is committed to ensuring that all our programs, projects, and initiatives are designed, implemented, and evaluated through a gender-sensitive lens. We recognize that gender equality is not just a women's issue; it is a human issue that affects all genders and requires the active participation of everyone.



To achieve gender equality, we have developed a gender equality plan that encompasses all our work. The plan focuses on five key areas: **(1) conducting gender analysis, (2) promoting gender-balanced teams, (3) developing gender-sensitive indicators, (4) designing gender-sensitive capacity-building activities, and (5) fostering a gender-sensitive and inclusive project culture.** Each area of the plan is crucial for promoting gender equality and ensuring that our programs and projects are inclusive and equitable for all.

By implementing this gender equality plan, we are committed to promoting gender equality, empowering women and girls, and contributing to sustainable development. We recognize that achieving gender equality is a long-term process that requires ongoing commitment, collaboration, and action. Our NGO is dedicated to this process, and we are confident that our gender equality plan will help us achieve our goals and positively impact the lives of women, men, and non-binary individuals.

The Gender Equality Plan – Action Plan

The gender equality plan outlined in this document is structured around action points that will enable our NGO to promote gender equality and inclusivity in all activities. The action points are designed to address specific challenges and opportunities relevant to our organization and the communities we serve. The plan includes a comprehensive set of objectives and policies that will be implemented over a defined timeline, which the NGO will determine in consultation with its stakeholders. By adopting this gender equality plan, we commit ourselves to concrete actions toward achieving our vision of a more equal and just society. We recognize that promoting gender equality is an ongoing process that requires sustained effort and collaboration. We are dedicated to working closely with our partners, staff, and volunteers to achieve our goals.

OBJECTIVE I: Review and analyze current practices.

A. Recruitment practices

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- I. Review all job descriptions to ensure they are free from gender bias.
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- II. Encourage diverse candidates to apply for open positions.
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III. Establish clear criteria for evaluating candidates that are not based on gender.

IV. Ensure that all interview panels are diverse and inclusive.

B. Training and development opportunities

I. Provide leadership and management training programs specifically for women.

II. Promote diversity and inclusivity in all training programs.

III. Offer unconscious bias training for all staff.

IV. Encourage staff to attend external training and development programs to support career growth

C. Compensation and benefits

i. Conduct a gender pay gap analysis to identify and address any disparities.

ii. Ensure that all pay and benefits are based on job responsibilities and not on gender.

iii. Establish a transparent system for salary and benefit decisions.

D. Promotion and career advancement opportunities

i. Establish clear promotion criteria based on job responsibilities and not on gender.

ii. Encourage diverse candidates to apply for higher-level positions.

iii. Create mentorship programs to support career growth and development.

iv. Regularly review promotion and career advancement data to identify any disparities and address them.



OBJECTIVE II. Set specific gender equality goals

A. Increase the number of women in leadership roles

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- I. Provide leadership and management training programs specifically for women.

 - II. Promote diversity and inclusivity in all training programs.

 - III. Offer unconscious bias training for all staff.

 - IV. Encourage staff to attend external training and development programs to support career growth

B. Ensure equal pay for equal work

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- I. Establish a transparent system for salary and benefit decisions.

 - II. Conduct regular pay equity analyses to identify and address any disparities.

 - III. Ensure that all promotions and salary increases are based on job responsibilities and not on gender.

C. Improve work-life balance

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- I. Offer flexible work arrangements, such as telecommuting or flexible scheduling.

 - II. Establish gender-neutral parental leave policies.

 - III. Provide resources and support for personal and family responsibilities, such as childcare and eldercare.

OBJECTIVE III. Develop a gender-sensitive recruitment strategy

A. Job descriptions free from gender bias

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- I. Review and revise all job descriptions to remove gender bias.

 - II. Use inclusive language in job postings and advertisements.
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B. Well-represented interview panels

- i. Ensure that interview panels are diverse and inclusive.
 - ii. Provide training to interviewers on unconscious bias and inclusive hiring practices.
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C. Encourage diverse candidates to apply

- i. Develop recruitment strategies to attract and retain diverse candidates.
 - ii. Promote open and inclusive hiring practices.
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D. Clear criteria for evaluating candidates

- I. Establish clear and objective criteria for evaluating candidates that are not based on gender.
 - II. Train hiring managers on how to evaluate candidates fairly and objectively.
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OBJECTIVE IV. Provide gender-sensitive training and development opportunities

A. Leadership and management training programs specifically for women

- I. Develop training programs that address the unique challenges faced by women in leadership positions.
 - II. Provide ongoing support and mentorship to women in leadership positions
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B. Unconscious bias training for all staff

- I. Develop training programs that address the unique challenges faced by women in leadership positions.
 - II. Provide ongoing support and mentorship to women in leadership positions
-

C. Promote diversity and inclusivity in all training programs

- I. Ensure that all training programs promote diversity and inclusivity.
 - II. Use diverse and inclusive examples and case studies in training materials.
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OBJECTIVE V. Promote a culture of work-life balance

A. Flexible work arrangements

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- I. Offer flexible work arrangements to support work-life balance.

 - II. Encourage managers to be flexible and supportive of staff with personal and family responsibilities.

B. Gender-neutral parental leave policies

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- i. Establish gender-neutral parental leave policies

 - ii. Promote parental leave and provide resources for returning parents.

 - iii. Ensure that all staff are aware of the parental leave policies and benefits.

C. Resources and support for personal and family responsibilities

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- I. Provide resources and support for staff with personal and family responsibilities, such as childcare and eldercare.

 - II. Establish policies and practices that promote a healthy work-life balance.

 - III. Encourage open communication between staff and managers to support individual needs and preferences.
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OBJECTIVE VI. Monitor and Evaluate Progress

A. Establish a gender-sensitive monitoring and evaluation framework

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- i. Develop a framework to regularly monitor and evaluate progress towards gender equality.

 - ii. Ensure that the framework includes gender-disaggregated data and is responsive to the needs of different groups within the organization.

B. Conduct regular gender audits

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- i. Conduct regular gender audits to assess progress on gender equality goals.

 - ii. Identify areas where improvements can be made and take action to address any disparities.
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C. Use data to inform decision-making

- i. Analyze gender-disaggregated data to identify areas of progress and areas for improvement.
 - ii. Use data to inform decision-making and make changes that advance gender equality within the organization.
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OBJECTIVE VII. Implement and Communicate the Plan

A. Develop an action plan for implementation

- I. Develop a detailed action plan to implement the gender equality plan.
 - II. Assign clear roles and responsibilities for the implementation of the plan.
 - III. Ensure that the action plan aligns with the overall mission and goals of the organization.
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B. Ensure effective communication of the plan

- I. Communicate the gender equality plan to all stakeholders, including staff, donors, and partners.
 - II. Promote the importance of gender equality and its impact on the organization's mission and goals.
 - III. Regularly communicate progress on the plan and any changes being made.
-

C. Ensure accountability and transparency

- i. Establish clear reporting mechanisms to report on progress towards gender equality goals.
 - ii. Ensure that all staff are aware of the progress and any changes being made.
 - iii. Hold leadership and staff accountable for their actions and commitment to gender equality.
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OBJECTIVE VIII. Sustain and Institutionalize Gender Equality

A. Integrate gender equality into organizational policies and practices

- I. Review and revise organizational policies and practices to ensure that they
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are gender-sensitive and promote gender equality.

- II. Ensure that gender equality is integrated into all organizational practices, including recruitment, performance evaluation, and promotion.
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B. Provide ongoing training and development opportunities

- I. Provide ongoing training and development opportunities to all staff on gender equality and its importance.
 - II. Ensure that all staff have the skills and knowledge needed to advance gender equality within the organization and in their work
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C. Foster a culture of inclusion and diversity

- I. Foster a culture of inclusion and diversity within the organization by promoting respect, equity, and understanding.
 - II. Encourage open communication between staff and managers to support individual needs and preferences.
 - III. Celebrate and recognize the diversity of staff and their contributions to the organization.
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By implementing this gender equality plan, our NGO is committed to creating a diverse and inclusive workplace where all staff and volunteers can reach their full potential, regardless of gender.

Gender equality in proposal writing – Action Plan

Gender equality is a fundamental human right for building a sustainable and equitable world. To achieve gender equality, it is important to address gender inequalities in all aspects of society, including in implementing development projects. Submitting project proposals promoting gender equality is crucial for advancing gender equality and ensuring that development projects are inclusive of all genders.

In this section, we present an action plan for submitting project proposals that promotes gender equality. The action plan highlights the importance of conducting a



gender analysis of the project context, ensuring gender balance in project teams, developing gender-sensitive project indicators, designing gender-sensitive capacity building activities, promoting gender-sensitive communication strategies, fostering an inclusive and gender-sensitive project culture, conducting regular gender audits, and using gender-sensitive language in project proposals. By implementing this action plan, development projects can promote gender equality and contribute to building a more equitable world

Conduct a gender analysis of the project context: Before submitting a project proposal, conduct a gender analysis to identify gender inequalities that may impact the project's success. Use the findings to design gender-sensitive project goals and activities that address the identified gender inequalities.

Ensure gender balance in project teams: When submitting a project proposal, ensure that the project team is gender-balanced. Encourage the inclusion of women in leadership positions and ensure that they are well represented in decision-making roles.

Develop gender-sensitive project indicators: Develop gender-sensitive project indicators that measure the impact of the project on different genders. Ensure that gender-disaggregated data is collected and analyzed to track project progress.

Design gender-sensitive capacity building activities: Include gender-sensitive capacity building activities in the project proposal. Ensure that training and development opportunities are designed to support the needs of all staff, including those from diverse gender backgrounds.

Promote gender-sensitive communication strategies: Develop gender-sensitive communication strategies to promote the project to different audiences. Ensure that all communication materials, including reports and publications, are gender-sensitive and promote gender equality.

Foster an inclusive and gender-sensitive project culture: Foster an inclusive and gender-sensitive project culture by promoting respect, equity, and understanding. Encourage open communication between project staff and stakeholders to support individual needs and preferences.

Conduct regular gender audits: Conduct regular gender audits to assess project progress on gender equality goals. Identify areas where improvements can be



made and take action to address any disparities.

Use gender-sensitive language: Use gender-sensitive language when submitting a project proposal. Ensure that all language used in the proposal is free of gender bias and is inclusive of all genders.

By implementing these actions, the project proposal will be gender-sensitive and contribute to promoting gender equality.

Conclusion

In conclusion, our gender equality plan outlines the strategies, policies, and practices that our NGO will implement to promote gender equality in all aspects of our work. By focusing on building gender-balanced teams, developing gender-sensitive indicators, and fostering a gender-sensitive and inclusive project culture, we believe that we can make significant progress in promoting gender equality in our organization and beyond.

Promoting gender equality is not always easy and will require sustained effort and collaboration from all stakeholders. However, we are committed to addressing any challenges or obstacles that may arise and to working closely with our partners, staff, and volunteers to ensure that our gender equality plan is a success.

Promoting gender equality is critical to our mission's success and the broader goal of achieving sustainable development and environmental protection. We believe that by prioritizing gender equality in all our activities, we can contribute meaningfully to advancing gender equality and social justice.

We will monitor and evaluate the effectiveness of our gender equality plan on an ongoing basis and make any necessary adjustments to ensure that we continue to progress toward our goals. We call upon all stakeholders to support our efforts to promote gender equality and to work collaboratively to achieve our shared vision of a more equal and just world.

This is a living document and will be updated and revised based on our experience and external and internal changes.



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