

UNIDIR Gender and Diversity Action Plan 2018



Introduction

This Gender and Diversity Action Plan is a tool to help all UNIDIR staff (defined herein as including resident consultants) implement the UNIDIR Gender and Diversity Policy by specifying clear goals and identifying concrete actions.

Priority I: Capacity Building

Goal: All staff are equipped with gender and diversity competencies.

Key actions for 2018:

- All staff to take the UN's mandatory "I know gender" online course.
- All staff to participate in at least two institutional meetings dedicated to gender and diversity.
- All staff to participate in at least one meeting dedicated to exploring the linkage between gender and disarmament with the view of assessing ongoing and potential future projects.
- All staff to read at least two articles or/and participate in at least one public event on gender and its relationship to a field relevant to their work.
- The Gender Focal Point will identify external expertise in order for one-off training to be provided in order to build staff competency on gender.

Priority II: Balanced and Diverse Staff Composition and Representation

Goal: Panels organised by, or participated in by UNIDIR staff are gender balanced and diverse.

Key actions for 2018:

- If staff are invited to speak on or chair a panel:
 - o They will inquire about the intended panel composition *prior* to accepting.
 - o It is recommended that staff decline invitations to join single-gendered panels, and inform the organiser in those cases of UNIDIR's membership in the Geneva Gender Champions network, as well as UNIDIR's Gender and Diversity Policy.
 - o If staff do not feel in a position to decline an invitation on these grounds they are to use the respective event as a platform to raise the issue of representation.
- If UNIDIR is responsible for organizing a panel or expert meeting:
 - o Staff will take necessary and feasible measures to achieve gender parity so to ensure that single-gendered panels are the absolute exception. Such measures may include specific outreach to that end, and should be undertaken even if it results in additional work load. Additional measures may include reformatting the event to allow for greater gender parity.
 - o If gender balance is not feasible (e.g. due to participation of officeholders or state-chosen delegates), staff are encouraged to use the event to raise awareness to the issue of underrepresentation of the respective gender in the given area of expertise.
- Where UNIDIR staff are co-organizing an event or are asked to suggest experts, they should be mindful in seeking to ensure that their expert suggestions are gender balanced.

Priority III: Outreach and Communication

Goal: UNIDIR and its staff actively support gender parity.

Key actions for 2018:

- The Gender Focal Point, together with the Institute's Communications team, will identify avenues to raise awareness about UNIDIR's efforts and to raise the profile of the Gender Champions initiative (e.g. tweets).