



## IPFA DIVERSITY & INCLUSION TASK FORCE ROLES AND RESPONSIBILITIES

### **About IPFA's Diversity & Inclusion plan**

We have created our Diversity & Inclusion (D&I) plan with the aim of introducing a global initiative to address D&I within IPFA's processes and operations, and to engage with the membership and the industry.

The plan will address how we follow internal procedures, how we can support our members with their D&I plans, and foster change and progress within the wider industry.

### **About the D&I Task Force**

The D&I task force is a temporary group which is being assembled in order to finalise our D&I plan and put it into action. The group will play a crucial role in delivering our D&I objectives.

We anticipate the group will meet (virtually) approximately once a month for approximately one year.

### **Role of the D&I Task Force**

- Be independent and impartial
- Support the IPFA Secretariat in making timely and relevant progress with the D&I plan
- Proactively participate and provide input towards the overall D&I plan
- Creatively consider new ways for us to address D&I throughout our activities

### **Task Force Expectations**

- Actively participate in task force meetings, calls and email exchanges
- Engage and assist in the development of the D&I strategy across all operations
- Guide and support the IPFA Secretariat in achieving our D&I goals

### **Tenure**

- The task force will be in place for approximately one year
- After one year we will then assess if we wish to keep the group going
- Once the task force is disbanded, a representative from each Council and Committee will be nominated to act as a D&I representative, which will ensure we have ongoing, global support

### **Role of the Operations Manager**

The Operations Manager will:

- Act as the main facilitator, putting into place the D&I objectives
- Set the objectives and direction of the task force and report back on the progress of the activities and overall strategy