Cathedral Square

Cathedral Square Justice, Equity, Diversity, & Inclusion (JEDI) Action Plan

Approved by the Board of Directors on 10/21/2026

VISION STATEMENT: *Everyone who works at, lives at, or partners with Cathedral Square is valued, safe, respected, and empowered, no matter their race, gender, gender identity or expression, sexual orientation, nationality, income, background, or ability.*

Here are the steps we will take to reach this vision:

STAFF RECRUITMENT & ADVANCEMENT

- We are working with Vermont Professionals of Color (vtpoc.net) and other groups led by Black, Indigenous, and people of color (BIPOC) on a long-term plan to recruit more BIPOC staff and board members.
- Set aside 30% of the yearly training budget for hourly (non-exempt) staff to help them grow in their careers.
- Create tools supervisors can use to show staff how they can move up from each role.
- By 2031, grow the share of BIPOC staff from 15% to 20% as we fill new and open positions. In non-service roles, grow this share from 7% to 10%, with at least one BIPOC member of the management team.

EDUCATION & ENGAGEMENT

- Offer regular learning opportunities to staff, residents, and board members about the history of racism and discrimination, including housing discrimination and LGBTQ+ issues. Include related topics like implicit (unconscious) bias and how to speak up against racism.
  - All new staff and board members are asked to watch the short film *Segregated by Design*.
  - The JEDI Committee sends educational emails to all staff and residents from time to time. Board members are included for larger events.
  - We host an event at least every three months to build a welcoming, connected community where everyone feels they belong.
- Each year, we ask residents and staff about their experiences with JEDI at Cathedral Square. We will add questions to the surveys we already do and may also hold focus groups.
- Keep the JEDI page on our website up to date.

CATHEDRAL SQUARE POLICIES & PROCEDURES

- Review all policies, procedures, and publications on a regular basis to find and remove hidden bias. This includes anything that makes it harder for BIPOC applicants to get jobs, work here, or apply for housing with us.
- Make sure JEDI statements stay a key part of our Employee Handbook, Resident Handbook, Mission and Values, and Employee Standards of Conduct.
- Use plain language in all documents so everyone can understand them. Aim for an 8th grade reading level, or 4th grade for materials with critical information.
- Keep our Tier 1 "Builder" status in the Long-Term Care Equality Index (LEI). Our current status lasts through the end of 2027. When it makes sense, work toward a higher tier.

SUPPORTING BIPOC-OWNED BUSINESSES

- Buy goods and services from BIPOC-owned businesses whenever we can. One resource is the BIPOC Business Directory from Vermont Professionals of Color (vtpoc.net). Remind managers of this goal at least once a year and share the directory with them.