

Attitude Checklist

When addressing the wage gap, it is critical that we address the root cause of the wage gap – the outdated societal attitudes and beliefs about the place and value of women in the workplace. Does your attitude reflect the new set of attitudes? Try the following checklist to determine how your attitude measures up.

 Check all statements that you agree with.

1. It is alright for women to work outside the home even if the family does not need the money.
2. Couples should share equally in household chores and family responsibilities if they are both working outside the home.
3. It is important to have more women representatives in key decision-making positions in the workforce. (Includes provincially appointed judges, members of government appointed agencies, boards and commissions, members of cabinet and MLAs.)
4. It is essential for New Brunswick families to have access to a range of quality, affordable child care arrangements, based on the choice most suitable for the child and their family.
5. I'm supportive of employers assisting their employees with access to child care, either through direct child care subsidies or through actual support of child care facilities.
6. My workplace is supportive of work-life balance, and family-friendly workplace options are offered for employees.
7. It is alright for women and men to work in non-traditional jobs. (ex. female carpenter, male nurse)
8. Our workplace uses gender-sensitive (gender-neutral) job evaluations to determine equal pay for work of equal value.
9. It is important that the wage gap be reduced in New Brunswick.

Congratulations!

The more statements you agree with, the closer you are to championing this new set of attitudes in your workplace and in your community. If you've left any unchecked, you may be interested to learn more about the wage gap, its issues and solutions by visiting our website at www.gnb.ca/wagegap

Employer Resource & Support

Need advice or guidance? The Wage Gap Reduction Initiative offers a range of support for employers. Employers may also contact any of our partners listed below for additional workplace support.

- **Human Resources Association of New Brunswick (HRANB)**
www.hranb.org
- **Canada Business - New Brunswick**
www.canadabusiness.ca/nb/
- **Enterprise Network**
www.enterprise-entreprise.ca
- **Business New Brunswick**
www.gnb.ca/business

For more information:

c/o Executive Council Office
P. O. Box 6000
Fredericton, New Brunswick
E3B 5H1
Canada

Toll-Free: 1-877-253-0266
General: (506) 453-8126
Fax: (506) 453-7977



"Good human resources planning that includes addressing the wage gap within the workplace will help to ensure that a stable and qualified workforce will be developed to meet current and future human resource needs."

- Sandra Mark, Executive Director
Cities of New Brunswick Association

Wage Gap Reduction Initiative

Be a leader. Reduce your workplace wage gap.
www.gnb.ca/wagegap nbwagegap@gnb.ca Toll Free: 1-877-253-0266

Wage Gap Reduction Guide for Employers



Wage Gap
Reduction
Initiative

New Brunswick
Nouveau Brunswick
Be...in this place • Être...ici on le peut

What is the Wage Gap Reduction Initiative?

The **Wage Gap Reduction Initiative** in partnership with stakeholders is an innovative Government of New Brunswick program comprised of a range of strategies aimed at achieving greater economic prosperity through addressing the wage gap.

What is the Wage Gap?

Wage gap refers to the difference between the average wages earned by men and the average wages earned by women.

The wage gap is caused by outdated societal attitudes and beliefs about the place and value of women in the workplace.

Contributors to the wage gap are:

- 1) the balancing of work and family responsibilities of working women,
- 2) the job/industry clustering of working women, and
- 3) the under-valuation of traditional female occupations.

Purpose of the Toolkit

The **Wage Gap Employer Toolkit** has been developed to provide employers with information and tools designed to raise awareness and address the wage gap in their workplace. The objectives of the toolkit are to help employers:

- *Familiarize themselves with the new set of attitudes* and promote them to staff and management at the workplace;
- *Assess* their current workplace using assessment tools;
- *Adapt and implement* workplace policies and practices to improve workplace productivity by creating a more positive and healthy workplace environment that supports:
 - *Promotion* of the sharing of family responsibilities through work-life balance initiatives;
 - *Reduction* of the job clustering of women by creating a gender-inclusive workplace and offering training for women to further diversify women at the workplace; and
 - *Increased* use of pay equity practices;
- *Participate* in public education campaigns;
- *Recognize* best practices in their workplace and within their peer community.



Why Should You Use the Toolkit?

Workplace wage gap strategies can:

- Increase retention & reduce turnover of staff
- Strengthen recruitment efforts
- Lower absenteeism
- Decrease workplace stress
- Improve workplace morale
- Secure a stable workforce
- Solve workplace skills needs / shortages

These benefits can lead to increased workplace productivity.

Getting Started

Employers are encouraged to use and adapt those tools needed to reduce their workplace wage gap. Employers may use the following step-by-step guide to reduce the wage gap:

Step 1 - Understand the Wage Gap

The first step in addressing the wage gap is getting to know the issues and causes of the wage gap and how it may be impacting your workplace. Tools to help you understand the wage gap include:

- Wage gap fact sheets
- Website & FAQ
- Case studies
- Information sessions

Step 2 - Assess Your Workplace

Employers can assess their workplace to determine if there is a wage gap or any pay inequities. By assessing the workplace, employers will produce benchmark data that can be used for future assessments of the workplace and evaluations of their workplace wage gap reduction plan. As well, employers will be able to clearly see the direct impacts of the wage gap and its reduction on their workplace.

Tools to assess the wage gap and its workplace impacts include:

- Attitude checklist
- Calculating your wage gap
- Calculating absenteeism, retention, and turnover
- Employee feedback survey
- Employer checklist on workplace environment and satisfaction
- Checklist for family-friendly human resources practices
- Gender-sensitive job evaluation and pay equity tools

“With increasing pressures on employers to compete for workers, employers must effectively position and market their businesses as an ‘Employer of Choice’. Through the Wage Gap Reduction Initiative, employers can implement processes and share their successes which will help to position them to prospective employees.”

- Luc Erjavec, Vice President, Atlantic Canada
Canadian Restaurant and Foodservices Association

Step 3 - Develop a Wage Gap Reduction Plan

Develop a wage gap reduction plan tailored to your workplace using the tools and information in the toolkit.

Step 4 - Implement Wage Gap Reduction Plan

Employers who are ready to implement their workplace wage gap reduction plan can use the following tools and resources for support and guidance if needed.

- Workplace Policies & Practices
- Workshops and training sessions
- Business and human resources support

Step 5 - Evaluate Wage Gap Reduction Plan

Evaluate the effectiveness of your wage gap reduction plan using the assessment tools (see step 2). Employers who conduct evaluations annually will be able to assess the effects of new policies and changes on productivity and wage gap reduction. Benchmark data from the initial workplace assessments can be used to determine the level of improvements at your workplace. From this, employers will be able to clearly see the direct impacts of the wage gap reduction on their workplace.

Step 6 - Monitor Your Progress

Monitor your progress and the level of improvements at your workplace. Adapt where necessary to maintain successful progress. Tools to monitor your progress include:

- Monitoring your Wage Gap Reduction Plan
- Wage Gap Monitoring Sheet

Step 7 - Celebrate Your Success

Employers are encouraged to share their success stories and best practices at their workplace and within their peer community. Employers may also:

- Submit their success stories online to be profiled on the Wage Gap Reduction Initiative website and eNews;
- Raise awareness and education of the wage gap and its workplace impacts using promotional tools.

Participate

We want to hear from you!

Was your workplace successful in addressing its wage gap? Do you know of an outstanding business or employer whose made strong commitments and efforts in the **Wage Gap Reduction Initiative**?

Share your success stories and best practices, contact us at nbwagegap@gnb.ca or 1-877-253-0266.

Get connected

Subscribe to our eNews online and stay up-to-date on upcoming events, news, information, and resources.