

SECTION 1 – THE WAY WE WORK

Equal Employment Opportunity

Karen Organization of Minnesota is an Equal Opportunity Employer that does not discriminate on the basis of actual or perceived race, color, creed, religion, national origin, ancestry, citizenship status, age, sex or gender (including pregnancy, childbirth and pregnancy-related conditions), gender identity or expression (including transgender status), sexual orientation, marital status, familial status, military service and veteran status, physical or mental disability, genetic information, public assistance, local human rights commission activity, or any other characteristic protected by applicable federal, state, or local laws and ordinances. KOM's management team is dedicated to this policy with respect to recruitment, hiring, placement, promotion, transfer, training, compensation, benefits, employee activities, access to facilities and programs, and general treatment during employment.

Any employees with questions or concerns about equal employment opportunities in the workplace are encouraged to bring these issues to the attention of an Executive Director and/or Chairperson of the Board of Directors. KOM will not allow any form of retaliation against individuals who raise issues of equal employment opportunity. If employees feel they have been subjected to any such retaliation, they should contact an Executive Director and/or Chairperson of the Board of Directors. Violation of this policy including any improper retaliatory conduct will lead to discipline, up to and including discharge. All employees must cooperate with all investigations conducted pursuant to this policy.

Immigration Reform & Control Act

In compliance with the Immigration Reform and Control Act of 1986, as amended, as a condition of employment, each new employee must complete the Employment Eligibility Verification Form I-9 and present documentation establishing identity and employment eligibility. Former employees who are rehired must also complete the form if they have not completed an I-9 with KOM within the past three years, or if their previous I-9 is no longer retained or valid.

Diversity & Inclusivity Policy

Mission

To build on the strengths of refugee and immigrant communities and remove barriers to achieving economic, social, and cultural wellbeing.

Diversity & Inclusivity Policy

In order to accomplish Karen Organization of Minnesota's (KOM's) mission and vision, we believe that we must be responsive to the needs of everyone in the community who may receive services, regardless of their culture, religion, race, gender, or age. We will create and implement programs using our awareness of cultural differences and treat all clients with respect. We also participate in the richness of other cultures and show support for diversity through our participation in events such as: World Refugee Day, Karen New Year Celebration, Karen Wrist-Tying Ceremony, and Karen Martyr's Day Observation.

Furthermore, KOM is intentionally reaching out to all refugee populations from Burma (including S'gaw Karen, Pwo Karen, Karenni, Mon, etc.) as well as to refugee populations from other countries who are eligible for resettlement to the U.S. to both receive services from KOM as well as be a part of the services offered at KOM. We are intentional in our efforts to recruit diverse board members, staff, and volunteers