

Olympia Parks, Arts and Recreation Equity Inclusion and Belonging (EIB) Committee — Charter

Committee Mission

Our mission is to center equity, inclusion, and belonging in our people, programs, policies, and places—cultivating a workplace and community culture rooted in fairness, connection, and shared accountability, guided by data and community voice.

Committee Vision

Our vision is a thriving Olympia Parks, Arts, and Recreation department culture where joy, inclusion, and belonging are at the heart of all we do. We envision parks, arts, and recreation spaces where everyone feels safe, welcomed, and empowered to fully participate—cultivating connection, creativity, and a sense of belonging for all.

Parks, Arts and Recreation Department Values

- **Respectful** - *We honor lived experiences, practice empathy, and treat all people with dignity.*
- **Fun** - *We create joyful, welcoming spaces where everyone can connect and belong.*
- **Dedicated** - *We commit to continuous learning, removing barriers, and investing where need is greatest.*
- **Inclusive** - *We center diverse voices—especially those most impacted—and co-create solutions with community.*
- **Responsive** - *We listen deeply, adapt based on feedback, and stay accountable for our impacts.*
- **Innovative** - *We embrace new ideas, challenge inequitable systems, and craft creative pathways to access and belonging.*

City of Olympia Values

- **Compassion** - *We act with care, kindness, and commitment to the well-being of every community member.*
- **Integrity** - *We are transparent, honest, and courageous in living our equity commitments.*
- **Effectiveness** - *We invest resources wisely, focus on what works, and measure progress toward equitable outcomes.*

Community Agreements

We show up by speaking from lived experience; extending grace; grounding work in citywide equity commitments and strategic plans.

We build connections by holding stories in confidence and carrying lessons forward; amplifying unheard voices; creating intentional space; and linking our work to citywide equity, climate, and access goals.

We navigate conflict by: acknowledging impact regardless of intent; expecting discomfort and non-closure; using restorative approaches that bring IN and lift UP; and returning to shared equity principles and data.

City of Olympia Workforce Equity Strategic Plan (ESP) Goals and Objectives

Goal 1: Employees feel valued and included

- Objective A – Build an inclusive and respectful culture
- Objective B – Enhance leadership engagement and accountability

Goal 2 – Hiring, policies and processes are consistent and aligned with Diversity, Equity, Inclusion and Belonging (DEIB)

- Objective A – Optimize workforce capacity and resources
- Objective B – Align employee HR's functions with Diversity, Equity, Inclusion and Belonging principles
- Objective C – Create operational processes that are effective and inclusive

EIB Workplan and Subcommittee Alignment to Workplace Equity Strategic Plan

- **ESP Phase One: Employee Engagement**
 - Support establishment of other Department DEIB Groups
 - Advising
 - Short presentations to work groups
 - Employee Belonging Survey
 - Full time employees
 - Seasonals end of season (QR code?)
 - Encourage and support involvement in Employee Resource Groups (ERG's) and Wellness activities
 - OPS Team engagement
 - Learn about barriers to participation
 - Communication about OPARD EIB initiatives and activities
 - Launch with the Belonging survey
 - Internal and external

Measures of Success

- **Employee Experience – Inclusion and Belonging:** Belonging Barometer Survey (establish baseline)
- **EIB Committee:** Growth Plan, identify a path of action using Barometer Survey data
- **PK Ops Team:** Growth Plan, identify quarterly and yearly leadership goals using Barometer Survey data
- **Cultural Events Program:** Cultural Event Reporting Form, community reach (attendance, attendee satisfaction, neighborhoods reached), community partners supported (first-time, returning), public value of investment (total sponsorship investment given, average per event); partnerships (partner experience and satisfaction).

Governance & Roles

Our governance structure helps us work together, stay accountable, and be open about our decisions as we advance equity, inclusion, and belonging in Olympia Parks, Arts & Recreation. We use cross-department teams, community partnerships, and advisory groups to make sure our work is guided by good information, a healthy

workplace culture, and the voices of the people we serve. This approach helps us make steady, meaningful progress that we can see and measure.

Standing Subcommittees:

- **Data & Evaluation:** Monitor progress through data collection, equity analysis, and community-informed evaluation.
- **Workplace Culture of Belonging:** Advance initiatives that strengthen inclusion, employee engagement, and equitable workplace practices.
- **Parks Names, Facilities & Signage:** Guide inclusive naming, recognition, and interpretation practices that reflect Olympia's diverse community and history.
- **Belonging and Equity in Action Team (BEAT):** Champion City-wide Equity, Inclusion and Belonging initiatives, connect EIB Committee goals and work plan to City Equity Strategic Plan.
- **Employee Engagement Survey:** Survey (Belonging Barometer) for full time, part-time, and seasonal employees.

Advisory Committees:

Parks and Recreation Advisory Committee and Arts Commission: Provide input and guidance on departmental initiatives, ensuring community perspectives inform decision-making; make recommendations to City Council.

Culture & Belonging Manager:

Leads efforts to foster belonging and inclusion across the department; stewards co-creation with community partners; builds trust through transparent communication; and supports equitable funding and resource distribution.

Parks, Arts, and Recreation Director:

Serves as the executive sponsor of the Equity, Inclusion, and Belonging (EIB) Committee; removes barriers to progress; ensures alignment with City values and policies; and upholds accountability in decision-making and resource allocation.

Reporting

- **Quarterly:** OPARD Equity, Inclusion and Belonging (EIB) dashboard snapshots and narrative updates.
- **Biannual:** Committee share-outs to department; progress on measures and investments.
- **Annual:** Parks and Recreation Advisory Committee and Arts Commissions; Integrate into OPARD performance reporting and budget narratives.
- **Ongoing:** Incorporate Reporting into City Comprehensive Plan and Parks, Arts and Recreation Strategic Plan.

Tools and Resources

- [EIB Committee Shared OneDrive Folder](#)
- [EIB Committee MS Teams](#)
- [SMARTIE Goals Worksheet](#)
- [Equity Cascading Goals Worksheet](#)
- [City of Olympia Workforce Equity Strategic Plan](#)
- [NRPA Equity Resources](#)