

EEO NEWSLETTER



October-December FY14
1st Quarter

MESSAGE FROM THE STATE EQUAL EMPLOYMENT MANAGER (SEEM)

Happy Holidays Everyone!!!

Last quarter the Equal Employment Opportunity (EEO) Office continued providing EEO and POSH training to all Technicians and Federal Civilian employees. The EEO Office can also develop training for the needs of a section or organization to address specific issues or concerns.

The EEO/EO office staff attended a self-awareness workshop to identify existing personality traits and how to apply individual uniqueness to work through boundaries existing in the organization and harnessing diverse strengths of leaders to improve an organization.

There will be one major change to how EEO training is conducted this year. Military technicians will receive EEO training during their weekend drill EO training, but they must ensure the unit sign-in roster for the training allows them to indicate if they are a technician so they will get credit for EEO training. This change was done to alleviate military technicians from having to receive two EO/EEO briefings every year.

But the EEO office is available to conduct any EEO or develop training for any section or unit, just contact the EEO office with your training request.

Next quarter we will celebrate Martin Luther King Jr.'s birthday, African American History Month, and Women's History Month.

The EEO office is looking for individuals who would like to become Special Emphasis Program Managers (SEPM), to assist with ensuring equal employment opportunities continue to be afforded to the entire Virginia National Guard organization. If you are interested in learning more about SEPMs or becoming one contact the EEO office.

Enjoy the new year.

Your SEEM,

CPT Kervin Sider

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Quote of the Quarter:

Opportunity is missed by most people because it is dressed in overalls and looks like work.

- Thomas A. Edison

EEO/POSH TRAINING FY14

EEO/POSH are mandatory training requirements conducted annually for all Technicians and Federal Civilian Employees. EO Training conducted at your unit can be counted as the yearly EEO requirement for dual-status (DS) technicians. A roster from the

DS technician's unit must be provided to the EEO office in order to receive credit.

The training is intended to improve/achieve equal opportunity within the organization and to eliminate and prevent conditions that adversely affect mission readiness.

The block of instruction is

two hours provided by PowerPoint, DVDs, facilitated discussion, and other approved training aids by the EEO Office.

Other training offered by the EEO office includes: Diversity, Effective Communication, Focus Groups, and other facilitated training designed to enhance our workplace environment.



The theme for 2013 is "Because We Are EQUAL to the Task."

On September 26, 2013 we celebrated the 40th anniversary of the Rehabilitation Act of 1973. This federal law created the largest and most comprehensive training and vocational program for people with disabilities. It also prohibits discrimination against qualified individuals with disabilities in employment and in programs that are conducted by federal agencies or entities that receive federal financial assistance

People with disabilities are a diverse group, crossing lines of age, ethnicity, gender, race, sexual orientation and socio-economic status. People with disabilities constitute the nation's largest minority group and is the only minority group that any one of us, at any time can become a member; most of us now, are merely "temporarily able."

Today, an inclusive workplace means accommodating all employees when certain needs arise — not just those of us who were born with, or have obvious, evident disabilities. Doing so is not only good for everyone, it's also a great model for good business.

Every October, we observe National Disability Employment Awareness Month to recognize the contributions, dedication and talents of Americans with disabilities who are a vital part of our workforce. During this month, we reaffirm our commitment to ensure people with disabilities are able to work and receive the training and support they need in order to be successful both at work and in our society.

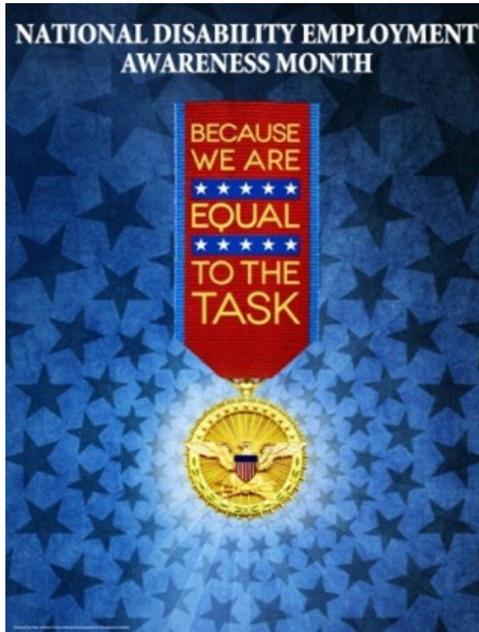
National Disability Employment Awareness Month helps us reinforce the message that disability affects all of us, so all of us should care about disability employment issues. This includes those who age into disability but want to continue to contribute or age-related, acquired conditions which are indeed still disabilities, the same way that blindness or being deaf is a disability. It's no longer a case of "us versus them" issue; it is a "we" issue.

The theme for this year's National Disability Employment Awareness Month is "Because We are EQUAL to the Task." This theme illustrates the fact that workers with disabilities are an essential element of diversity that makes organizations stronger, and that a person's disability is not a boundary to talent that they can bring to the workforce which will ultimately increase the bottom line for every organization. Mr. Peter Hemmer, DEOMI's illustrator, describes this year's National Disability Employment Awareness Month Observance poster:

"The idea for this year's poster started with a typographic design of the theme that made me think of an award ribbon. The DoD gives out annual disability awards honoring employees with disabilities who have excelled and to units that have promoted hiring persons with disabilities. The award that I rendered mimics the decoration on that award certificate and is highlighted

National Disability Employment Awareness Month, October 1-31, 2013

with a spot light- a simple representation on bringing awareness to their employment. The blue starred equal sign adds emphasis to the theme of being 'equal to the task,'" said Mr. Hemmer.



And speaking about awards, it is perfect timing to kickoff the National Disability Employment Awareness Month. In very exciting news, the Department of Defense has scheduled their annual Outstanding DoD Employee and Service Member with Disabilities Award ceremony for October 1, 2013 at the Pentagon. This year, DoDEA is proud to have one of our own, Abby Haroun, editor for the Education Directorate at DoDEA Headquarters, as a recipient of one of these awards.

In a recent interview about receiving the award, Abby stated: "This award is very important for two reasons. First, it encourages those with disabilities to continue to excel in their chosen field. Having a disability can be challenging in terms of believing in one's self, and in performing above the call of duty. The award also provides exposure within the federal government that those with a disability can perform well and that we have remarkable skills. "

The award recognizes and celebrates the accomplishments and outstanding performances of employees and service members with disabilities, who have made significant contributions to their commands and organization's missions and best demonstrate the core values of their organizations.

And this year, for one of our own, this award speaks highly of Abby's talents and contributions to achieve such high standards at her position as editor to DoDEA and the DoD. With one of our own receiving an award this year, kicking off the National Disability Employment Awareness Month celebration for us is more meaningful this year for the entire DoDEA family.

During National Disability Employment Awareness Month, let us challenge ourselves to reach out to others and use our talents wisely, while helping celebrate the boundless and diverse talents of all persons with disabilities. We should challenge ourselves and each other not to focus on a person's disability, rather on each other's ABILITY.

Did you know?

1. In 2012, the unemployment rate for persons with a disability was 13.4%.
2. In 2012, the unemployment rate for persons without a disability was 7.9%. Source: U.S. Department of Labor, Bureau of Labor Statistics.
3. In the 2010 census, it was reported that 53.9 million school-aged children (ages 5-17) in the U.S. civilian (non-institutionalized) population, a total of 2.8 million (5.2%) reported some type of disability. Source: U.S. Census Bureau, **2008-2010 American Community Survey**.
4. Just over 1 in 4 of today's 20 year-olds will become disabled before they retire.
5. In December of 2012, there were over 2.5 million disabled workers in their 20s, 30s, and 40s receiving SSDI benefits.

<http://www.dodea.edu/dodeaCelebrates/DisabilityEmployment/2013.cfm>

American Indians Heritage Month, November 1-30, 2013

The theme for 2013 is "Guiding Our Destiny with Heritage and Traditions."

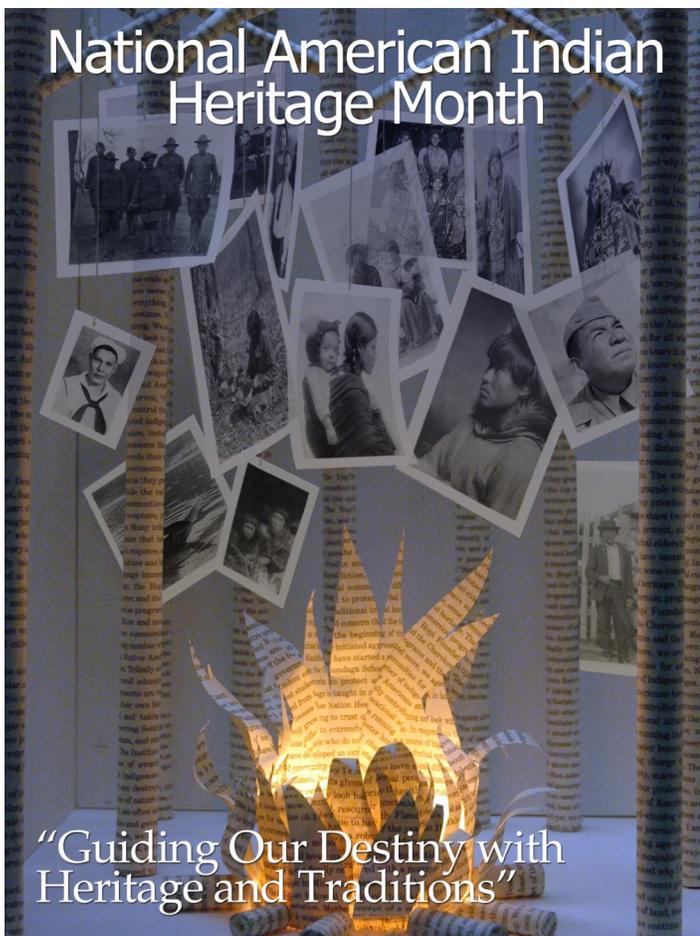
Art, Life and the Reservation Today

More than half of all Native Americans living in the United States reside in urban areas such as Seattle, Portland, and Las Vegas. In fact, the largest urban population of Native Americans can be found in Los Angeles, California. While this means the majority of Native Americans live in cities, Native Americans are also the demographic group with the lowest percentage of urban dwellers among all United States demographic groups. In short, more Native Americans live in rural areas than any other ethnic group in America. While not all Native Americans dwelling in rural areas live on reservations, a significant percentage of the population does continue to live on Indian land and to be governed by tribal governments. Even for those who do not live on reservations, their familial reservation often continues to hold a deep and important personal and symbolic value.

Facts About American Indians Today

Who is an Indian?

No single federal or tribal criterion establishes a person's identity as an Indian. Tribal membership is determined by the enrollment criteria of the tribe from which Indian blood may be derived, and this varies with each tribe. Generally, if linkage to an identified tribal member is far removed, one would not qualify for membership.



To be eligible for Bureau of Indian Affairs services, an Indian must (1) be a member of a tribe recognized by the federal government, (2) be of one-half or more Indian blood of tribes indigenous to the United States; or (3) must, for some purposes, be of one-fourth or more Indian ancestry. By legislative and administrative decision, the Aleuts, Eskimos and Indians of Alaska are eligible for BIA services. Most of the BIA's services and programs, however, are limited to Indians living on or near Indian reservations.

The Bureau of the Census counts anyone an Indian who declares himself or herself to be an Indian. As of 2010, the Census Bureau estimates there were more than 2.9 million American Indians and Alaska Natives living in the United States.

Read more: [Facts About American Indians Today](http://FactsAboutAmericanIndiansToday.com)
| Infoplease.com

COUNSELOR'S CORNER

Contacting an EEO Counselor

If you believe that you have been the victim of discrimination, you generally have 45 days from the day the discrimination occurred to contact an EEO Counselor where you work or where you applied for a job. If the discrimination involved a personnel action (for example, a demotion or firing), you generally must contact the EEO Counselor within 45 days of the day the personnel action takes effect.

EEO Counseling Process

Once you contact the agency's EEO Office, an EEO Counselor will talk to you about your rights and responsibilities and will take down some basic information about your situation.

This interview will take place within 30 days from the day you first contacted the EEO Office to request counseling (unless you participated in ADR or agreed to an extension of up to an additional 60 days). If you participate in ADR, the pre-complaint process is extended to 90 days.

In most cases, the EEO Counselor will give you the choice of participating either in EEO counseling or in an alternative dispute resolution (ADR) program, such as a mediation program. Not all problems are covered by an agency's ADR program, and the EEO Counselor

should be able to tell you whether yours is the type of situation that is covered. If it is not covered, then the Counselor will try to settle the matter informally.

If you do not settle the dispute during counseling or through ADR, you can file a formal discrimination complaint against the agency with the agency's EEO Office.

The Counselor will hold a final interview with you and then give you a notice with instructions about how to file a formal complaint. Upon receipt of Right to File a Formal Complaint you have 15 calendar days to reply to the notice that you wish to file a formal complaint.

EEO Counselor's:

MAJ Timothy Wine: G6, Fort Pickett, 434-298-6258

CPT Edward Harris: 1030th Trans BN, Gates City, 276-386-9187

CW3 Renate Long: G4, Fort Pickett, BLDG 142, 434-292-8342

CW2 Kelvie Fore: FMS11, Lynchburg, 434-582-4933

CW2 Cheron Puryear: AASF, Sandston, 804-236-7305

SFC Elaine McCreary: USPFO, Fort Pickett, 434-298-6238

SFC Frederick Nicholas: FMS 2, Sandston, 804-328-3035.

SGT Omar-Nedal Huggi: HSC 276th EN BN, Petersburg, 804-722-8904.

SGT Latai Jones: CIF, Richmond, 804-279-5239.

SGT Jennifer Smith: CSMS, Richmond, 804-722-8935

TSgt Ira Jones: Langley AFB, Hampton, 757-225-1028.

SSG Joann Lindquist-Rucker: USPFO, Fort Pickett, 434-298-6499

SPC Kameliya Sapundzhieva: AASF, Sandston, 804-236-7391

Ms. Molicia Booker: J1, Sandston, 804-236-7836

If you believe you have been the victim of discrimination, you have 45 days to contact an EEO counselor or the SEEM.

Interested in becoming a counselor, please contact the EEO office at 804-236-7896 or 434-298-6229.

Diversity Leadership Program 4-8 November 2013

The Delaware National Guard hosted a Diversity Leadership Program Course 4-8 November 2013 in Bethany Beach, DE.

We had three of our EO personnel in attendance: CPT Kervin Sider (State Equal Employment Manager), MSG Corey Banks (Equal Opportunity Advisor), and SGT Lori Carpenter (Equal Employment Specialist).

During this course we engaged in motivational exercises and learning modules that covered Diversity & Inclusion, Myers-Briggs Type Indicator (MBTI), Fundamental Interpersonal Relations Orientation Behavior (FIRO-B), Boundary Spanning Leadership, Leading Across Generations, Thomas-Kilmann Conflict Mode Instrument (TKI), Change Style Indicator (CSI), and Military Leadership Diversity Commission (MLDC) Recommendations.

Within Diversity and Inclusion there is the new model of **Diversity** and **Diversity Management** put forth by the commission, there are four dimensions of characteristics that can assist in meeting the new mission.

1. **Demographic**- Diversity ensures that the Armed Forces consist of people of different race, ethnicity, religion and gender.
2. **Cognitive**- Diversity refers to different thinking styles, personality preferences, such as quick and decisive versus slow and methodical, and the array or leadership strengths leaders may process.
3. **Structural**- Diversity refers to organizational background differences, including Service Component (i.e., Active or Re-

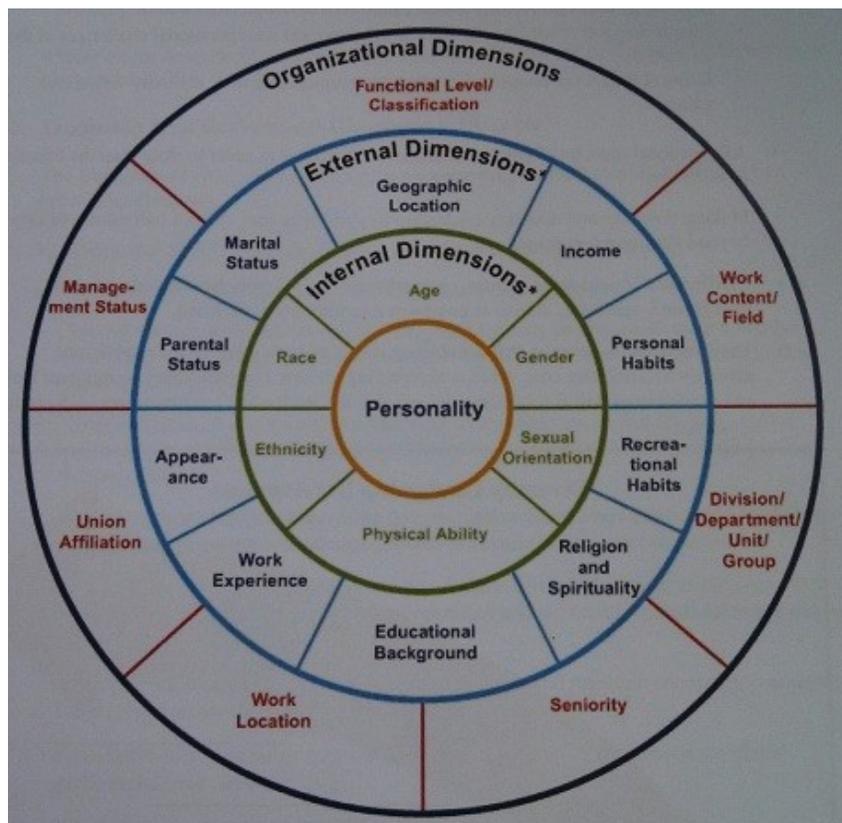
serve), military occupation, rank, and work function.

4. **Global**- Diversity occurs through contact with those cultures (e.g., members of foreign military services) who have national affiliations with countries other than the United States (Krauset al.,2007;Lim et al, 2008).

With that we should look at The Diversity Wheel (below) is a model created by Marilyn Loden and Judy Rosener to help others identify the social characteristics that define and shape them. There are two circles inside the wheel. The inner circle is divided into 6 sections: race, ethnicity, age, gender, physical abilities/qualities, and sexual/affectual orientation. The outer wheel contains these characteristics: work background, income, marital status, military experience, religious beliefs, geographic location, parental status, and education.

These characteristics place people into certain categories of society within the realms of privilege and oppression. Each component of the Diversity Wheel determines how you are viewed and treated by those around you. The inner circle is filled with characteristics that are inherent and cannot be altered, while the outer wheel are acquired characteristics. As explained by Allan Johnson, these categories do not express the true identity of a person, their thoughts, feelings, and aspirations. It is a surface view of how society is constructed.

MSG Corey Banks stated that "In my opinion, the class was very informative and the course instructors were very knowledgeable in the course subjects. For me, the self assessments were amazing considered mine described me almost exactly. My overall opinion about the training was that it had expanded more on your personal Diversity standpoint than most others."



ARMY NATIONAL GUARD DIVERSITY OUTREACH AWARDS NOMINATION GUIDANCE

The ARNG is a community based operational force that both represents and reflects the culturally diverse communities we serve. Our diversity enhances our organizational effectiveness, mission readiness, and morale. As a result, we embrace and value the individual differences of our Soldiers, and we look for ways to honor those who create a more inclusive work environment by championing multi-cultural outreach activities.

Through Diversity Outreach Awards ARNG members can be recognized by external community organizations. The ARNG will formally recognize individuals and organizations that strengthen our force by reaching out to our communities to build meaningful partnerships with them. States are highly encouraged to nominate individuals for these prestigious awards. Please contact SGT Carpenter for nomination packet submission timelines, award criteria, eligibility and nominating procedures.

The ARNG Equal Opportunity and Diversity Office at National Guard Bureau (NGB) will collect all nomination packets submitted by the States and submit them to the relevant affinity group. Each affinity group will then conduct a board to select award recipients.

SPECIAL EMPHASIS PROGRAM MANAGERS NEEDED

Special Emphasis Programs (SEP) were created to focus attention on certain groups that have been identified as needing special emphasis to address employment-related concerns. The main objective of a SEP is employment and career advancement for the respective group.

These are the Special Emphasis Programs that are legislated or mandated. These include:

- The Federal Women's Program
- The Hispanic Emphasis Program
- The Disability Emphasis Program
- The Asian Americans/Pacific Islanders Emphasis Program
- The Black Emphasis Program
- The American Indians/Alaskan Natives Emphasis Program

Each SEPM is assigned a collateral duty accounting for 10% of their time to manage the program they are responsible for. To accomplish the main objectives of the SEP (employment and career advancement for their special emphasis group), the SEPMs focus on two areas: 1) special events to celebrate and educate and 2) analysis of factors affecting recruiting and advancement of their particular group. You may be very aware of the special event part of the job. Often, SEPMs organize or facilitate a special luncheon or other activity celebrating their respective special emphasis month. Other events may be focused on educating employees about career advancement techniques or cultural differences.

The analysis part of the job tends to be more "behind the scenes", although it is a very important part of what they do. By analyzing certain factors that may contribute to employment trends, SEPMs are then able to suggest vehicles for change, when a need is identified. The VaNG conducted a survey in 2008, which mainly focused on what, if any, challenges an employee may face with career advancement? The results of this survey were then analyzed, and SEPMs were able to identify certain employment-related concerns, and then used that information to discuss with leadership some suggestions for change. Analyzing employment and advancement trends may lead to more focused recruiting of members of an under-represented group. For example, if it is discovered that the amount of female engineers employed by the VaNG in Northern Virginia is below the average for region then the FWPM may initiate a recruitment presentation through a college's Women's Resource Center specifically for women pursuing engineering degrees.

SEPMs are not representatives in the EEO complaint process, or to serve as a "go-between" the complainant and their supervisor in the event of an EEO concern. While they may be able to assist the complainant to contact the EEO office to file a complaint, it is beyond their duties to advise employees during an EEO complaint.

The next available training provided by Defense Equal Opportunity Management Institute (DEOMI) in Cocoa Beach, Florida. • 18-22 Aug 2014.

If you are interested please contact SGT Lori Carpenter by email lori.p.carpenter.mil@mail.mil for an application.

VA-ARNG

JFHQ-EEO/EO
ATTN: CPT Sider/SGT Carpenter
5901 Beulah Road
Sandston, VA 23150

Phone: 434-298-6229 or 804-236-7896
Kervin.g.sider.mil@mail.mil/
lori.p.carpenter.mil@mail.mil



Virginia National Guard Equal
Opportunity Website:
<https://vko.va.ngb.army.mil/Jstaff/SEEM>

Curious About EEO/EO?

Have a question think it may be
EEO/EO related or not, just ask us
and we will get you on the right
path to the answer.



Question: Why is the age discrimination for over 40+?

Answer: The Age Discrimination in Employment Act of 1967 (ADEA) protects individuals who are 40 years of age or older from employment discrimination based on age. The ADEA's protections apply to both employees and job applicants. Under the ADEA, it is unlawful to discriminate against a person because of his/her age with respect to any term, condition, or privilege of employment, including hiring, firing, promotion, layoff, compensation, benefits, job assignments, and training. The ADEA permits employers to favor older workers based on age even when doing so adversely affects a younger worker who is 40 or older.

UPCOMING EVENTS

Martin Luther King Jr. Day, January 20, 2014

The theme for 2014 is "Remember! Celebrate! Act! A Day On, Not A Day Off!!"

It took 15 years to create the federal Martin Luther King, Jr., holiday. Congressman John Conyers, Democrat from Michigan, first introduced legislation for a commemorative holiday four days after King was assassinated in 1968. After the bill became stalled, petitions endorsing the holiday containing six million names were submitted to Congress. Conyers and Rep. Shirley Chisholm, Democrat of New York, resubmitted King holiday legislation each subsequent legislative session. Public pressure for the holiday mounted during the 1982 and 1983 civil rights marches in Washington. Congress passed the holiday legislation in 1983, which was then signed into law by President Ronald Reagan. A compromise moving the holiday from Jan. 15, King's birthday, which was considered too close to Christmas and New Year's, to the third Monday in January helped overcome opposition to the law.

Black History Month, February 1-28, 2014

The theme for 2014 is "Civil Rights in America".

Women's History Month, March 1-31, 2014

The theme for 2014 is "Celebrating Women of Character, Courage and Commitment".