

DIVERSITY MANAGEMENT PROGRAM

The Diversity Management Program has been established in the Secret Service as a means of achieving an organizational culture which values diversity and utilizes employees to their fullest potential regardless of age, gender, race, or other factors.

This program is under the direction of the Office of Human Resources and Training, Deputy Assistant Director (Recruitment, Employment and Diversity Programs).

Structure of the Program

It is the policy of the Secret Service to promote and maximize the potential of a diverse workforce in a rapidly changing, increasingly competitive environment.

The Office of Human Resources and Training, Deputy Assistant Director (Recruitment, Employment and Diversity Program) serves as the principal advisor to the Director on issues of workforce planning and diversity management. This DAD is authorized to recommend and develop programs, policies, and strategies in support of diversity goals and objectives.

Duties, Functions, and Responsibilities

The Diversity Management Program exercises broad management authority to develop, implement, oversee, and evaluate policies and programs with respect to workforce planning and diversity.

In this capacity, the Program:

- Is responsible for participating fully in the formulation and execution of Bureau-wide programs, policies, and strategies.

- Promotes awareness of diversity within the workplace, enhances interpersonal relationships, and strives to create an organizational culture that is free from racism, sexism, or other biases.

- Actively supports the recruitment, development, advancement, and retention of a diverse workforce.

- Identifies inadequacies in policies and procedures, researches and analyzes the issues, advises management of areas requiring modification, and provides creative, viable solutions or alternatives.

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Administrative File Number 200.170 has been developed for use in identifying the Diversity Management Program.

Any questions regarding this program should be directed to the Deputy Assistant Director (Recruitment, Employment and Diversity Programs).