



Eclipse Foundation Gender Equity Plan

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Introduction and Commitment

Eclipse Foundation is committed to fostering a diverse, equitable, and inclusive environment where individuals of all genders have equal opportunities to succeed. This Gender Equity Plan outlines Eclipse Foundation's strategies to eliminate gender-based disparities, and promote fairness in all aspects of our operations.

Objectives and Goals

- Ensure opportunities for hiring and advancement are equal for everyone at all levels and departments of the organisation
- Strive to ensure gender does not influence compensation, and that compensation of all staff is based solely on merit and job responsibilities
- Promote equitable hiring, promotion, and leadership development opportunities for everyone
- Foster an inclusive workplace culture free from discrimination and bias
- Provide work-life balance support, including parental leave and flexible work arrangements

Assessment and Data Collection

- Include in annual staff surveys questions to investigate whether there are gender-related concerns, and review any concerns/comments submitted anonymously

- Review at least annually our organisational structure to assess whether gender gaps exist, and where appropriate, introduce actions to address those gaps

Recruitment and Hiring Practices

- Implement gender-neutral job descriptions and structured interview processes to minimize bias
- Ensure the hiring process has a diversity of people involved in the decision making
- Establish targets for gender diversity in hiring and leadership roles

Compensation and Benefits

- Conduct salary benchmarking surveys a minimum of every 5 years and adjust salaries where necessary to address gender pay gaps
- Ensure programs related to bonuses, benefits, and career development resources do not include any gender bias
- Offer gender-inclusive parental leave and family support policies/programs

Career Development and Leadership Opportunities

- Ensure mentoring programs, including those for leadership, do not include any gender bias
- Implement leadership training and skills development initiatives
- Ensure equitable access to promotions and professional development/growth opportunities

Workplace Culture and Inclusion

- Implement and enforce policies that address issues regarding discrimination, harassment/violence, and gender bias
- Ensure the hiring process includes an introduction to these policies

Work Life Balance and Supportive Policies

- Offer flexible work arrangements to accommodate different needs of individuals
- Encourage work-life balance to improve employee wellbeing and productivity

List of Eclipse Foundation Policies/Programs that support this plan

- Accessibility Policy
- Employee Handbook
- Ethical Conduct Policy
- Friday Flex Time Program
- Referral Program
- Right to Disconnect Policy
- Workplace Violence & Harassment Policy and Program

Conclusion

Our organisation recognises that gender equity is an ongoing effort. As captured within this plan, we strive to create an environment where everyone can thrive, contribute meaningfully, and reach their full potential, regardless of gender.

Review and Updates

The action items identified in this plan will be reviewed and updated annually to ensure continued progress and alignment. Please contact HR at hr@eclipse-foundation.org if you have concerns about this plan or the action items included.