Executive Order: Using the Rooney Rule to create interview opportunities for minorities and women city openings (used in Pittsburgh and Buffalo).

WHEREAS, The promotion of diversity and inclusion throughout the City of (insert name) will help to strengthen our communities and build a better future for our prosperity; and

WHEREAS, A goal of the City is to establish policies that encourage diversity in the City government workforce to reflect the great diversity of cultures and backgrounds of all our neighborhoods; and,

WHEREAS, When leading any organization, but especially a government, it is critical to build a team that is capable of addressing the diversity of needs and demands that flow from the diversity of communities that are served; and

WHEREAS, A goal of the late Pittsburgh Steelers’ Chairman Dan Rooney was to have a positive impact on diversity recruitment and hiring in the National Football League through 2003 adoption and use of the “Rooney Rule”; and

WHEREAS, This administration holds it as an inalterable objective to ensure that the hiring practices of this government are fair, non-discriminatory, and result in the recruitment of the most talented and best individuals to serve in our City regardless of race, color, creed, gender, national origin, or any other class; and

WHEREAS, There are a myriad of reforms and administrative changes that can be implemented within the City of (insert name) government to better promote these values in our dealings with the community; and

WHEREAS, The City of (insert name) must formally adopt policies to ensure the hiring of a diversity of leaders across the City organization;

WHEREAS, strengthening policies on diversity in the workplace will further ensure that the City takes reasonable efforts to expand the pool of potential candidates for City government employment so the diversity of the City’s residents is reflected in the City government workforce, including Blacks, Hispanics, Asian Americans, American Indian tribal nations, all other minority groups and women.

WHEREAS, the (name of the human resources department) is charged with duties and powers related to all personnel matters including, but not limited to, the recruitment of candidates to fill all appointive positions, the negotiation and administration of all collective bargaining agreements, the supervision of all employee training and evaluation programs, the enforcement of all residentcy requirements of state and local law, the coordination of all programs which seek city-wide compliance with the requirements of affirmative action and the Americans with Disabilities Act, and the administration of all city compensation and benefits programs.

NOW, THEREFORE, I, (mayor’s name) , Mayor of the City of (insert name), by the virtue of the authority vested in me by the City Charter and laws of the City of (insert name) do hereby direct the following actions:

1. In cooperation with the City of (insert name) Department heads, formalize and implement a process to diversify the candidate pool for all open City of Buffalo positions, including civil service, exempt and seasonal employment, including any supervisory position,that takes all reasonable efforts to interview at least (a) one member of a minority group and (b) at least one woman, if possible, from any pool of candidates to be considered for all open City of Buffalo government positions for employment. The City will partner with community-based organizations whenever feasible and create new recruitment methods to expand recruitment efforts in furtherance of this Order.
2. Notwithstanding to the contrary, if this Order conflicts with an existing collective bargaining agreement to which a potential candidate for City employment is a party, the collective bargaining agreement shall prevail. The implementation of this Order will be in a manner that is in full compliance with all applicable federal Equal Employment Opportunity (EEO) laws and regulations.
3. Work with any independent authority/agency (insert names of agencies) to consider adoption of similar standards to those outlined above.
4. Shall provide a status report on the implementation of the above actions to the mayor’s office, department heads and city council within 30 days of this order and, thereafter, report outcomes to the Mayor’s office, Department heads and city council on a quarterly basis.

b. A status report on the above actions shall be provided to City Council and the Administration within 45 days of this order, with the final recommendations to be presented for consideration and/or adoption within 90 days.