



DEI Best Practices

2024 ACEC DEI Awards

Small (50 or less employees)

Medium (51 to 500 employees)

Large (>500 employees)



Engineers

Background - 10 points
Internal Commitment - 35 points
External Commitment - 20 points
Project Delivery - 35 points



Background

Internal Commitment

External Commitment

Project Delivery

Employee Resource Groups

- LGBTQ+
- Supporting Women
- Veterans
- Parenting & Caregiving
- Race & Culture
- Early Career Professionals
- Accessibility

Structure

- Most firms started process in 2020 with some as early as 2017/2018
- Many firms have committee and subcommittees
- Employees of all levels are welcome to participate
- Leadership plays a large role in shaping leading/guiding the initiative
- Multi-year plans
- Internal branding of programs

Background

Internal Commitment

External Commitment

Project Delivery

- ✓ Raise the awareness of DEI at all levels/offices within firm
- ✓ Create opportunities for learning and knowledge sharing
- ✓ Demonstrate progress toward diversification of workforce
- ✓ Create a sense of belonging and DEI culture



Background

Internal Commitment

External Commitment

Project Delivery

Trainings & Programing

Training

- Unconscious Bias
- Respectful Workplace Training
- Bystander Intervention

Roundtables/Community Conversations

- Gender bias, experiences and insights
- Barriers to advancement and implementing remediation efforts
- Microaggressions and microinequities
- Multicultural competency
- Age diversity

DEI Book Club

Background

Internal Commitment

External Commitment

Project Delivery

Awards

Internal

- Annual awards program
- Internship program
- Recognition of community service

External Employer of the Year Award from the Boston Chapter of Society for Marketing Professional Services

- NEWEA DEI Leadership Award
- Greater Boston Chamber of Commerce
- DEI Champion Boston Globe Top Places to Work
- STEM Corporate Leaders of the Year
- National Association of Corporate Directors DEI Award
- Best Places to work awards
- Other ACEC Chapter DEI/DEIB Awards

Background

Internal Commitment

External Commitment

Project Delivery

Recruitment/Onboarding

- Training for interviewers on bias and DEI topics
- Reviewing job postings for DEI issues
- Applicant tracking system that allows for blind hiring
- College Ambassador program establish long term relations and connections
- HBCU Connect partner
- Partnerships with outside organizations (i.e. Circaworks)
- Redrafted EEO statement, succession planning and the resulting development of a diverse workforce
- DEI component in New Hire Orientation
- Developing and providing resources to hiring managers to encourage internal promotion

Background

Internal Commitment

External Commitment

Project Delivery

Internal Initiatives

- Use of preferred gender pronouns on company directory and email signatures
- Increased/changed paid holidays to be more inclusive
- Revise company policies
- Update mission statement to integrate DEI
- Incorporated DEI into strategic plan
- Provide flexible work environment
- Embed DEI into business plans
- Mentoring education and support for veteran's to support transition from military to civilian
- Web based tool to prepare our team members for working in other countries and with other countries,
- Use of 4C Model to focus on four pillars of DEI: Career, Culture, Community, and Commerce.
- Dedicated DEI staff member
- Company celebrations of holidays and awareness days/month

Background

Internal Commitment

External Commitment

Project Delivery

Data/Information Collection

- Conduct gender and/or racial pay equity analysis
- Track employee demographic data company wide and by career level
- Benchmark metrics annually
- Annual DEI climate assessment / survey
- Listening tour by senior management
- DEI outreach performance review of each branch office



Background

Internal Commitment

External Commitment

Project Delivery

Focuses on one example of impact in community, professional organizations, or external stakeholders



Demonstrates consistent impact in community, professional organizations and external stakeholders

Background

Internal Commitment

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Project Delivery

Scholarships

- National Society for Black Engineers (NSBE)
 - Commonwealth with UMASS Lowell
 - Boston Architectural College
- Conference of Minority Transportation Officials (COMTO)
- Scholarship(s) set up by firm



Background

Internal Commitment

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Project Delivery

Sponsorships

- Pride Means Business for Worcester Pride Festival,
- WTS
- Circa, Society of American Military Engineers (SAME), AASHTO
- COMTO
- Conference on Advancing Transportation Equity (CATE)
- Cuban American Association of Civil Engineers Society of Women in Engineering
- Sponsor intern to attend the Society of Hispanic Professional Engineers (SHPE) National

Background

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Project Delivery

Volunteering/Charitable Giving

- Paid time off to volunteer in programs
- Community Clean-ups
- Raffles/Auctions
- In-house “fun” events to raise money to support specific charities
- Support of STEM related charities (i.e. Bridges to Prosperity, Engineers without Borders)
- Sending a child to camp
- Holiday Gift Giving
- Corporate Charitable Giving Match Program
- Host annual “Introduce a Girl to Engineering Day”



Background

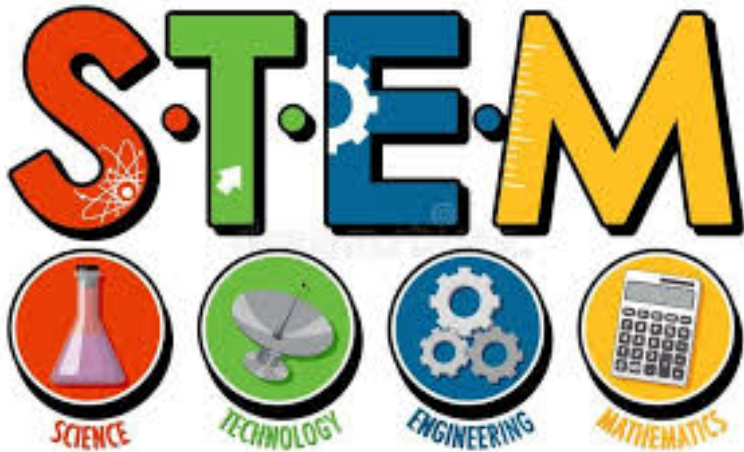
Internal Commitment

External Commitment

Project Delivery

STEM -Volunteering/Mentoring

- STEM Fairs
- MA STEM Hub & Mass STEM Week
- After-school programs
- ACE Mentoring program
- WTS Mentoring program
- High school robotics team
- The Calculus Project
- Hosting STEM summit for young students
- Host annual “Introduce a Girl to Engineering Day”



Background

Internal Commitment

External Commitment

Project Delivery

External Initiatives

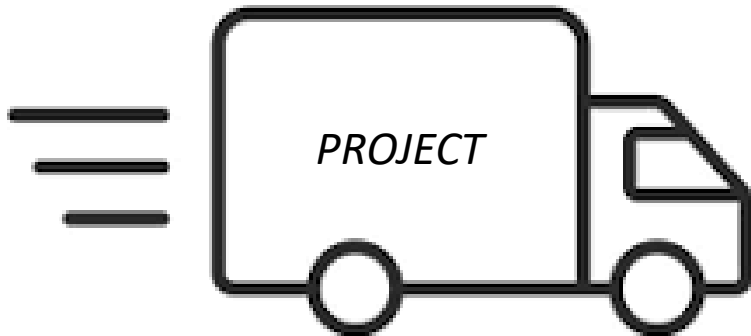
- Participate in industry surveys to compare metrics and benchmarking,
- Paper focused on environmental justice in the water industry
- Signed a pledge or document for external program
 - Commercial Real Estate Women (CREW) CRE Pledge for Action
 - BWWC's 100% Talent: The Greater Boston Women's Workforce Compact
 - American Public Transportations Association (APTA) two year Racial Equity Commitment (REC)
 - Boston Chamber of Commerce Pacesetter Program,
- "Out in Design" Industry meetup for LGBTQ+ Professionals (annual event)
- Giving Garden - donating fresh produce to a local food pantry
- Participate in panel presentations hosted by professional organizations on DEI topics
- Internships/Mentoring
 - CREST - Commercial Real Estate Success Training internship learning opportunities
 - COMOTO City Internship Program
- Racial Equity in Policy and Planning (REPP) graduate fellowship program with Tufts

Background

Internal Commitment

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Project Delivery



- ✓ Work firm has done in support of advancing DEI on a project(s)
 - having a unique team
 - incorporation of a variety of skill levels
 - post project team debrief
 - interesting way of satisfying project requirements
- ✓ Describe types of projects and EJ/community outreach.
- ✓ Demonstrate DBEs/small business meaningful participation on projects

Background

Internal Commitment

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Project Delivery

Supplier Diversity

- Internal Tracking System
- Give DBES core project work
- Training Program for the DBE's
 - Small Business Administration Mentor-Protégé Program
- Equal Business Opportunity Plan (EBO) fostering partnerships with M/WBEs
- Partnerships outside of main contract work

Background

Internal Commitment

External Commitment

Project Delivery

Community Engagement

- Toolkit/Dashboard to collect project comments, analyze feedback received from public outreach
- Advising clients re: workforce development for project's lifecycle, providing community enrichment