

WATER-BASED TOURISM

JOB TITLE

Equality and Inclusion Manager

JOB DESCRIPTION

Equality and inclusion managers develop policies to improve affirmative action, diversity and equality matters. They inform staff in corporations on the importance of the policies and implementation and advise senior staff on corporate climate. They also perform guidance and support duties for employees. Within the tourism industry, a professional specialising in equality and inclusion management may find employment opportunities within hotels and various tourism enterprises.

KNOWLEDGE AREAS

- Human resources management
- Labour legislation

COMMENTS

Within the tourism industry, a professional specialising in equality and inclusion management may find employment opportunities within hotels and various tourism enterprises. To see if and how this occupation is regulated in EU Member States, EEA countries or Switzerland please consult the ESCO occupations pillar in the following link: <https://esco.ec.europa.eu/en/classification/occupation>

SOFT SKILLS

- Strategic thinking
- Plan medium to long-term objectives
- Management of change
- People management
- Problem solving
- Ability to take initiatives and make decisions
- Compliance with norms/ integrity
- Ability to work and co-operate with others as part of a team
- Managing team performance
- Providing guidance to a team
- Exercising control
- Ability to adapt to different situations, environments and people

HARD SKILLS

- Set inclusion policies
- Comply with legal regulations
- Track key performance indicators
- Manage budget
- Manage payroll
- Develop and evaluate training programmes
- Promote inclusion in organisations
- Protect employees rights
- Safeguard online privacy & identity
- Conduct workplace audits
- Organise staff assessment