



## Guide to Writing Diversity Statements for Professional Services Roles (Grade 8 and above).

### What is a Diversity Statement and Why Am I Being Asked to Write One?

At Royal Holloway, we are deeply committed to:

- Achieving diversity in our staff and student body.
  - Establishing an equitable and fair environment.
  - Ensuring everyone is included and feels a sense of belonging.
- (Royal Holloway Equality, Diversity, and Inclusion Strategy 2023-2028).

To support these commitments, we have introduced a Diversity Statement as a requirement for applicants to Grade 8 roles and above. This initiative encourages candidates to reflect on the importance of diverse perspectives and inclusive practices while demonstrating their openness to engaging with Equality, Diversity, and Inclusion (EDI) issues. Through this statement, you will have an opportunity to showcase how you can contribute to creating an inclusive and supportive environment at Royal Holloway.

Your Diversity Statement should be between **500-800 words**.

### What is a Diversity Statement?

A Diversity Statement is a reflective piece of writing that allows you to articulate how your experiences, values, and actions contribute to fostering an equitable, diverse, and inclusive workplace. It demonstrates your awareness, commitment, and ability to promote EDI in your professional context.

### How to Write a Diversity Statement.

Your Diversity Statement offers an opportunity to demonstrate your understanding, experiences, and commitment to Equity, Diversity, and Inclusion (EDI). Consider including a combination of the following elements, as appropriate to your experience and comfort level:

**Knowledge and Awareness:** Highlight your understanding of the importance of equity, diversity, and inclusion, and how these principles contribute to a thriving workplace and community.

**Reflection and Thoughtfulness:** Share insights into your personal values and experiences that have shaped your perspectives on EDI. Reflect on how these have influenced your approach to fostering inclusivity.

**Experience and Actions:** Provide examples of past initiatives, activities, or workplace practices you have engaged in to support EDI. This might include projects, mentoring, or other efforts that demonstrate your active contribution.

**Commitment and Intent:** Outline your aspirations and specific plans for advancing EDI in the role you are applying for. Share how you intend to create a more inclusive and supportive environment for all.

Here are some specific areas you may choose to explore:

- Explain what equity and inclusion mean to you, and why they are important in the workplace.
- Demonstrate understanding of barriers and challenges individuals from underrepresented groups may encounter.
- Reflect on how your experiences and/or training may have shaped your understanding of equality and influenced your workplace practices.
- Share examples of inclusive practices you have adopted and/or initiatives you have been involved in.
- Reflect on your interest and investment in learning about the experiences of others with different identities or perspectives?
- Outline how you can help Royal Holloway achieve its goals of fostering an inclusive, supportive environment in the role you are applying for.

**Tip - avoid Overly Generic Statements:** Rather than stating "diversity is important" or "we need to treat people fairly," provide specific, honest accounts of your experiences and reflections. The statement should showcase your genuine engagement with EDI.

### Royal Holloway's EDI Strategy and Values

To support your understanding, and help you consider how your personal journey aligns with Royal Holloway's vision and values, we encourage you to explore our [Equality, Diversity, and Inclusion Framework \(2023-2028\)](#) which outlines our ambition to create a diverse and inclusive university where everyone thrives and feels a sense of belonging.

Additionally, our [RH2030 Strategy](#) highlights our commitment to being a forward-thinking University of Social Purpose, committed to enabling outstanding educational and student experience; research and innovation; and local and global engagement with partners to drive social change for a better, more inclusive future. Our [People Culture and Inclusion strategic enabler](#) includes the following key objectives:

- Embed our values in everything we do.
- Promote a sense of wellbeing and belonging for the whole community.
- Ensure inclusivity by design.
- Foster a safe and inclusive environment for all.
- Nurture a community of inspiring leaders.
- Create an equitable environment where everyone is encouraged to thrive.

## What If I Have No Experience with EDI?

If you feel you have limited experience in EDI initiatives you could focus on:

- Demonstrating your understanding of broader issues and challenges around equity and inclusion, whether in higher education or your specific sector.
- Reflecting on how you can contribute to Royal Holloway's EDI aims moving forward, such as creating accessible, inclusive and empowering environments for students and staff.

At Royal Holloway, we value openness to self-reflection and a proactive approach to learning about EDI. Everyone is at a different stage in their EDI journey, and having a growth mindset is key to becoming diversity-confident and contributing to a supportive, inclusive environment.

## Final Thoughts

Writing a Diversity Statement provides you with a unique opportunity to articulate your values, experiences, and aspirations regarding equity, diversity, and inclusion (EDI). It also allows you to reflect on how these align with Royal Holloway's commitment to fostering an inclusive and supportive culture.

By sharing your insights and ideas, you not only demonstrate your readiness to contribute to a fair and welcoming workplace but also highlight your dedication to promoting a sense of belonging for all members of our community.

We greatly appreciate the thought, time, and effort you invest in crafting your Diversity Statement. Your reflections are an essential part of our shared journey toward building a truly inclusive and equitable environment.