

**Employee Resource Group (ERG) Participation Form**

King County is committed to supporting the growth and development of workplace and work force equity by fostering the development of Employee Resource Groups (ERGs), also known as Affinity Groups. An ERG is an employee-led group formed around common interests, issues, and backgrounds. King County ERGs focus exclusively on protected categories.

Protected category-specific ERGs address racism and other forms of oppression and advance the county’s equity and social justice (ESJ) goals. ERGs are a tool for employees with common interests and/or identities to build fellowship, leadership opportunities, and actions towards addressing institutional racism and ESJ plans.

**Employee Information**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department/Division: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Which ERG(s) will you be participating in?
2. How will participation support your professional development?
3. What do you hope to learn from participating in an ERG?





**The Manager and Employee agree to the following:**

* Employee participation is voluntary and subject to manager approval.
* Managers shall approve employee ERG participation based on the operational needs of the agency or department.
* When using work time to participate in ERG activities, employees shall request prior approval from their manager in order to allow managers time to ensure adequate staff coverage.
* ERG participation will not be approved if the operational needs of the unit will not be met and/or if ERG attendance puts the employee in overtime status for that pay period.
* Managers can approve participation on an annual basis and reserve the right to deny approval and individual meeting participation based on the needs of the unit.
* Employee ERG participation will be included as part of the employee’s professional development plan.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor Name (please print)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor Signature Date

