



# How to Form an Employee Resource Group (ERG) or Women's Resource Group (WRG)\*

(\*based on Cisco ERG guidelines)

An Employee Resource Group (ERG) is one of the best ways to reinforce an inclusive culture within a company structure. It is also a successful tool to recruit talent who want to be a part of a company that supports an inclusive culture.

ERGs can:

- Create a more inclusive work environment
- Act as a sounding board around strategic diversity objectives within the organization
- Be a collective voice to encourage and promote a diverse community within the organization
- Support innovation by providing unique and diverse insight into new marketplaces

## Getting started:

1. **Obtain approval from the company.** This may include Diversity and Inclusion Board/Committee or Legal Department.

2. **Create a Group Charter.** Define the principal activities and expected benefits of the organization. Identify specific, measurable goals and initiatives that will have significant impact on the company's professional development, recruitment and outreach.

The Group Charter should include:

- Mission statement
- Membership Recruitment Plan
- Roles and responsibilities for members
- Clearly defined operating model

### 3. Create a formal structure

- Identify lead, ERG Executive Sponsor, Board of Directors and members
- Lead will communicate with Executive Sponsor
- Executive Sponsor will:
  - Act as an advocate for the ERG
  - Share information on the group with management
  - Guide the ERG development

4. **Funding.** Funding is at the discretion of the company. ERG funding may provide support for initiatives supporting the mission of the ERG.