



AMA

A large graphic in the center of the page features two thick, light blue arrows that curve around each other to form a circular loop. The arrows are set against a darker blue circular background.

Diversity &  
Inclusion Plan  
2020-2022

Our AMA – working for diversity and inclusion



**AMA**

# Diversity & Inclusion Plan 2020-2022

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## INTRODUCTION

The AMA is committed to working collaboratively with other organisations to promote equity, inclusion and diversity (EID) for all medical professionals. The AMA Diversity and Inclusion Plan 2020-2022 (the Plan) is one of the specific commitments made by the AMA to advance EID both within the AMA and externally. It provides the AMA with a platform to connect the range of work already undertaken across the organisation, build on the work underway, and identify further opportunities to advance EID within the AMA.

## STRUCTURE OF THIS PLAN

This Plan outlines key priority areas and objectives that the AMA will undertake to meet its commitment to diversity and inclusion. While the AMA has identified gender equity as a specific focus over this two year period, it has also undertaken to promote a culture of inclusion for other diversity groups within the AMA and the medical profession, for example in relation to ethnicity, disability, and sexual orientation.

The Equity, Inclusion and Diversity Committee (EIDC) is responsible for overseeing the implementation of the Plan, monitoring its progress and reporting to Federal Council and the AMA Board.

The Plan will be implemented over a two-year period after which time it will be reviewed and revised by the EIDC in consultation with AMA members.

Progress against the Plan, and any changes to the Plan, will be reported to AMA Federal Council by the EIDC, and published annually.

## STATEMENT OF COMMITMENT

The Australian Medical Association (AMA) is committed to advancing equity, inclusion and diversity within the AMA, and in the workplace and training environment for for all doctors in Australia. It is important that the medical profession and workplace embraces the professional, economic and social contribution of doctors from diverse backgrounds and makes the most of the extensive skills, perspectives and networks that a diverse medical workforce will bring to the medical work and training environment. This will lead to a more productive, responsive and empathetic medical workforce, well equipped to deliver and advocate for the best health outcomes for patients and the broader community.



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## OUR VALUES

The AMA believes that all members of the medical profession are entitled to fairness, impartiality and equal consideration within the medical workplace and training environment. The medical workforce should reflect the diversity of the patients it cares for, and be underpinned by values of professional integrity, respect, and collegiality within the medical workplace and training environment.

## AMA EQUITY, INCLUSION AND DIVERSITY COMMITTEE

### Terms of Reference May 2019

1. Assist the AMA to demonstrate its commitment to equity, inclusion and diversity (EID).
2. Provide a forum for the discussion of EID issues in order to make recommendations to AMA Federal Council on strategies to enhance EID within the AMA and the medical profession.
3. Promote EID within AMA membership and in representation on AMA councils, committees, and governing bodies.
4. Support the AMA in ensuring that the principles of EID are reflected in AMA policies, policy development processes and procedures.
5. Promote EID for the medical profession, for example in relation to ethnicity, gender, age, disability, sexual orientation, religion and belief.

## OUR VISION

- Our AMA – working for diversity and inclusion

## OUR OBJECTIVES

- Leading on advocacy
- Recognising and valuing our members
- Strengthening our AMA community

## FURTHER INFORMATION

For further information about the work of the AMA on EID please visit our [website](#) or contact [ama@ama.com.au](mailto:ama@ama.com.au)

**To get involved with the AMA contact AMA Federal Secretariat at [ama@ama.com.au](mailto:ama@ama.com.au) to:**

- Find out what Councils, Committees and Groups have expressions of interest open
- Contribute articles, blogs or images

**Follow the AMA on its social media accounts**

 [facebook.com/AustralianMedicalAssociation](https://facebook.com/AustralianMedicalAssociation)

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**#AMAEquity**



# Diversity & Inclusion Plan 2020-2022

## 1: LEADING ON ADVOCACY

Advocating for equity, inclusion and diversity in the workplace and training environment for all medical professionals.

Action		Task	Governance responsibility	Administrative responsibility	Timeline	Measure
1.1	<b>Advocate for equitable access to leave entitlements for all medical professionals</b>	a. Work with the AMA ICM, S&T AMAs and ASMOF to lobby Federal and State Governments to provide equitable access to leave entitlements, including for GP registrars	AMA EIDC	Workplace policy	2021	Increase in number of S&T EBAs providing equitable access to leave entitlements
1.2	<b>Advocate for equitable access to flexible work and training arrangements for all medical professionals</b>	a. Work with the AMA ICM, S&T AMAs and ASMOF to lobby Federal and State Governments to provide equitable access to flexible work arrangements	AMA EIDC	Workplace policy	2021	Increase in number of S&T EBAs providing equitable access to flexible work arrangements
		b. Advocate for medical training accreditation standards to require flexible training and work arrangements be accessible to all trainees	AMA EIDC	Workplace policy	2021	Evidence of inclusion in accreditation standards
1.3	<b>Advocate for interstate portability of leave entitlements for all medical professionals</b>	a. Work with the AMA ICM, S&T AMAs and ASMOF to lobby Federal and State Governments to provide for portability of leave entitlements, inclusive of interstate portability	AMA EIDC	Workplace policy	2021	Evidence of interstate portability of leave entitlements
1.4	<b>Collaborate with other stakeholders to promote equity, inclusion and diversity</b>	a. Identify stakeholders and research partners and engage in discussions to progress and complete EID projects	AMA EIDC	Workplace policy	2020	Evidence of collaboration, project involvement and number of publications
		b. Publish and communicate completed projects internally and externally	AMA EIDC	Workplace policy, Public Affairs	2020	Number of articles published



# Diversity & Inclusion Plan 2020-2022

## 2: RECOGNISING AND VALUING OUR MEMBERS

Increase diversity, and in particular representation of women, on AMA Boards, Councils and Committees and in leadership roles.

Action		Task	Governance responsibility	Administrative responsibility	Timeline	Measure
2.1	Set targets for the representation of women on AMA Boards, Councils and Committees	a. Set targets for the representation of women on AMA Boards, Councils and Committees	Federal Council	Workplace policy	2020	40 per cent women, 40 per cent men, 20 per cent flexible for all AMA Councils, Committees and Boards, with a gender diversity target of women holding 50 per cent of Federal AMA representative positions
		b. Provide information to nominating groups about current membership and targets to encourage diversity in nominations to AMA Boards, Councils and Committees	Federal Council	Workplace policy	2020	Information provided and Increase in diversity of nominations as evidenced by annual appraisal
2.2	Encourage potential candidates to participate in leadership and representative roles, and speakers at conferences	a. Promote opportunities for involvement and positions available within the AMA for leadership and representative roles and encourage diversity in applications	All Councils and Committees	All policy areas	2020-2022	Increasing participation of women and other diversity groups in roles reported annually
		b. Make information available about the skill and time requirements for leadership and representative positions, and ensure nomination criteria and processes are transparent and accessible	All Councils and Committees	All policy areas	2020-2022	Information available covering this
		c. Identify opportunities for underrepresented groups to observe at Council, Committee and leadership meetings	All Councils and Committees	All policy areas	2020-2022	Increasing participation of women and other diversity groups in roles reported annually
		d. Allow members to apply to sit as a non-voting Council or Committee member and provide opportunities to attend meetings and take part in discussions	All Councils and Committees	All policy areas	2020-2022	Increasing participation of women and other diversity groups in roles reported annually



## 2: RECOGNISING AND VALUING OUR MEMBERS (CONT)

Action		Task	Governance responsibility	Administrative responsibility	Timeline	Measure
		e. Review Council/ Committee terms of reference, appointment processes, criteria and length of appointment to ensure they support diversity in leadership and membership	AMA	Federal AMA	2020	Processes reviewed to identify and remove any barriers/deterrents to participation
		f. Include consideration of diversity characteristics in the selection process for speakers at AMA National Conference	National conference steering committee	Federal AMA	2020	Increased diversity of speakers at National conference as evidenced by annual appraisal
		g. Coordinate a session on Diversity and Inclusion at National Conference	National conference steering committee	Federal AMA	2022	Session held at National Conference
2.3	Provide support for diversity groups to become involved in leadership and representative roles	a. Explore the establishment of a network to support women as leaders within the AMA	AMA EIDC	Workplace policy	2021	Network established
		b. Explore the establishment of targeted mentoring and sponsorship opportunities	AMA EIDC	Workplace policy	2021	Number of mentoring and sponsorship opportunities
2.4	Reduce the barriers to support participation in leadership processes and events	a. Make greater use of electronic and online technology for meetings	All Councils and Committees	All policy areas	2020-2022	Greater participation of women and other diversity groups
		b. Provide training to Chairs on videoconferencing to enhance participation of existing and new members	All Councils and Committees	Federal AMA	2020	50 percent of Chairs have completed training
		c. Support breastfeeding mothers to attend AMA Board, Council and Committee meetings by funding the costs of a carer to attend	All Councils and Committees	All policy areas	2020-2022	Greater participation of women in AMA Board, Council and Committee meetings
		d. Select venue for meetings that provide child minding, carer and/or breastfeeding facilities for the parent	All Councils and Committees	All policy areas	2020-2022	Number of venues



# Diversity & Inclusion Plan 2020-2022

## 2: RECOGNISING AND VALUING OUR MEMBERS (CONT)

Action		Task	Governance responsibility	Administrative responsibility	Timeline	Measure
		e. Ensure accessibility to venue/s for attendees with a disability			2020-2022	
2.5	<b>Develop and implement a communication strategy to promote diversity and inclusion</b>	a. Publish articles promoting diversity within the AMA and the medical profession with real life examples	AMA EIDC	Public Affairs, Workplace policy	Qtly	4 articles published
		b. Use social media to communicate AMA inclusion and diversity activities and messages to as wide an audience as possible	AMA EIDC	Public Affairs, Workplace policy	2020-2022	Increased number of social media posts to promote diversity and inclusion
		c. Use the AMA website to communicate AMA inclusion and diversity activities and messages to as wide an audience as possible	AMA EIDC	Sec Gen	2020-2022	Dedicated EID web page created
		d. Explore opportunities to link messaging to significant public diversity events e.g. International Women’s Day	Federal AMA	Workplace policy, Public Affairs	2020-2022	Event held
2.6	<b>Recognise and reward diversity champions</b>	a. Actively promote and award the AMA Women in Medicine award and AMA Indigenous Medical Scholarship	AMA EIDC, AMA TFIH	Sec Gen	Annually	AMA Women in Medicine award and AMA Indigenous Medical Scholarship awarded; Women in Medicine Board prominently displayed at AMA House
		b. Recognise State and Territory AMAs for programs that support diversity of membership and leadership through an annual award	Federal AMA	Sec Gen	2020-2022	Presentation of award annually
		c. Identify awards and scholarships that develop leadership capacity and encourage AMA members to apply	AMA EIDC	Sec Gen	Annually	Number awards/scholarships identified and applied for



# Diversity & Inclusion Plan 2020-2022

## 3: STRENGTHENING OUR AMA COMMUNITY

Be transparent and accountable for increasing diversity and making progress.

Action		Task	Governance responsibility	Administrative responsibility	Timeline	Measure
3.1	Collect data and report on representation of women on AMA Boards, Councils and Committees, and as National Conference speakers	a. Develop reporting parameters, representation criteria and data gathering mechanism	AMA EIDC	All policy areas, State and Territory AMAs	Annually	Gender split of Board/Committee membership reported annually
		b. Collect data on representation criteria	AMA EIDC	Workplace policy	Annually	
		c. Report and publish gender equity data annually	AMA EIDC	Workplace policy	Annually	
3.2	Improve data collection for selected diversity characteristics for AMA membership	a. Develop agreed diversity criteria for collection and data gathering mechanisms	AMA EIDC	Workplace policy, Member services, State and Territory AMAs	2020	Data on diversity characteristic AMA memberships collected and reported
		b. Collect data on agreed diversity characteristics	AMA EIDC	Workplace policy, Member services, State and Territory AMAs	2021	
		c. Report on diversity characteristics of AMA membership		Workplace policy, Member services, State and Territory AMAs	2021	
3.3	Survey AMA members to explore perceptions of the AMA in relation to diversity and inclusion and to identify opportunities for engagement	a. Develop survey parameters, questions and data gathering mechanisms	AMA EIDC	Workplace policy	2020	Survey conducted, results communicated, and strategy developed





# Diversity & Inclusion Plan 2020-2022

## 3: STRENGTHENING OUR AMA COMMUNITY (CONT)

Action		Task	Governance responsibility	Administrative responsibility	Timeline	Measure
		<b>b.</b> Collect data	AMA EIDC	Workplace policy	Q4 2020	
		<b>c.</b> Report on and communicate results about member perceptions	AMA EIDC	Workplace policy	2021	
		<b>d.</b> Develop a strategy to act on results of survey	AMA EIDC	Workplace policy	2021	
<b>3.4</b>	<b>Provide training to AMA Board, Council and Committee members on the importance of diversity, the impact of unconscious bias, and valuing difference to improve leadership</b>	<b>a.</b> Provide training to AMA Board, Council and Committee member in leadership and representative roles about the importance of diversity	Federal Council	Sec Gen	2021	50 percent members have completed training
		<b>b.</b> Provide training to AMA Board, Council and Committee members about identifying and rectifying patterns of unconscious bias	Federal Council	Sec Gen	2021	50 percent members have completed training



**AMA**

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