

# Sincere Studio

## Diversity, Equity, Inclusion & Belonging Policy

Adopted: January 2026

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### 1. Our Purpose & Values

- We believe everyone deserves dignity, safety, and meaningful access to community resources.
  - Our mission is strengthened when people of many backgrounds, identities, and experiences shape our work.
  - We recognize that systems of oppression (such as racism, homophobia, ableism, sexism, transphobia, classism, fatphobia, and xenophobia) affect who has access to resources and power.
  - As a community-based nonprofit, we commit to pro-actively reducing barriers rather than being “neutral” in the face of inequity.
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### 2. What We Mean by These Words

- **Diversity:** The many ways people are different, including race, ethnicity, gender identity, sexual orientation, disability, age, income, immigration status, religion, upbringing and lived experience.
  - **Equity:** Making sure people get what they need to participate fully, by offering varying types of support based on the group or individual.
  - **Inclusion:** Creating spaces where people are welcomed, listened to, and able to participate without fear of harm or exclusion.
  - **Belonging:** People feel respected, safe, and valued-not just tolerated.
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### 3. Who This Policy Applies To

This policy applies to:

- Board members

- Staff (including contracted workers)
- Volunteers
- Interns
- Anyone representing the organization publicly

We also aim to uphold these values in our programs, classes, events, and community partnerships.

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#### **4. Non-Discrimination & Accessibility Commitment**

We do not discriminate based on the following characteristics, many of which are protected under Oregon and federal law, including but not limited to:

- Race, color, ethnicity, national origin
- Gender identity or expression
- Sexual orientation
- Disability (whether physical or intellectual, visible or invisible)
- Age
- Religion or other belief systems
- Marital or family status
- Immigration or citizenship status
- Income or housing status

We are committed to:

- Providing accommodations for all manner of disabilities.
  - Removing physical, financial, and cultural barriers where possible.
  - Continuing to improve accessibility even when we don't yet have perfect solutions.
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#### **5. Governance, Leadership & Accountability**

- The Board of Directors holds overall responsibility for the Diversity Policy.
- Day-to-day responsibility for the Diversity Policy rests with organizational leadership.
- DEI is not a separate initiative. It is part of decision-making about:
  - Programs
  - Budget priorities

- Staffing
  - Partnerships
  - Studio Policies
  - As a part of our Diversity Policy, certain policies will get final approval from our BIPOC Committee, including the adoption of our Diversity Policy.
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## **6. Inclusive Practices We Commit To**

### **A. Hiring, Staffing & Volunteers**

- Use inclusive language in job and volunteer postings
- Value lived experience alongside formal credentials
- Use fair, transparent processes for hiring and role assignments
- Commit to pay equity within our financial capacity
- Address bias when it shows up, even when it shows up unintentionally

### **B. Board Composition**

- Actively seek board members who reflect the communities we serve
- Reduce barriers to board participation (time, cost, language, access)
- Provide clear onboarding and shared expectations

### **C. Programs & Community Spaces**

- Work towards increasing free offerings through grant funding and fundraising
- Offer sliding scale, scholarships, or alternatives
- Meaningful attempts will be made to include members of communities served when planning activities intended to serve them

### **D. Partners & Vendors**

- Prioritize working with values-aligned and community-based partners
  - When possible, support BIPOC-, queer-, disabled-, and worker-led organizations
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## **7. Learning, Growth & Repair**

- We expect everyone involved to be open to learning and unlearning.

- Seeking training opportunities related to diversity, inclusion, restorative justice, trauma/healing informed practices,
  - When harm happens – creating restorative justice-oriented accountability and grievance processes to be adopted as soon as possible.
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## **8. Reporting Concerns & Non-Retaliation**

- Anyone may raise concerns about discrimination, exclusion, or harm.
  - Reports can be made through grievance process
  - We commit to:
    - Taking concerns seriously
    - Protecting confidentiality as much as possible
    - Prohibiting retaliation of any kind
  - Our goal is accountability and safety, not punishment for its own sake.
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## **9. Evaluation & Ongoing Improvement**

- This policy is a living document.
  - We will revisit it regularly as our organization grows and our community's needs change.
  - Feedback from staff, volunteers, and participants is encouraged and valued.
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## **10. Public Commitment**

- This policy reflects our values and how we strive to show up in community.
- It will be publicly available and reviewed periodically.