

South Africa Thought Leadership Forum
An In-Depth Conversation about Black South African Talent
November 11-13 2014
Johannesburg, South Africa



Pre-Forum Worksheet

To get you thinking about your own organization and representation we ask that you take the time to complete the following worksheet for discussion purposes only. The information will not be collected nor will you be asked to share it. However it will be helpful as we work throughout the two days understanding your own organization’s successes and challenge areas. Your welcome letter provided you with some areas to think about in preparation for the forum. This worksheet has been designed to help you quantify some of the issues we will be discussing during the course of the two days we spend together.

In addition to compiling some basic information on the composition of permanently employed staff at your organization in the table below, you should familiarize yourself as well on how gender equity is managed.

DOL- Occupational Levels	Males				Females			
	African	Coloured	Indian	White	African	Coloured	Indian	White
Top Management								
Senior Management								
Professionally qualified and experienced specialists and mid-management								
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents								
White International Staff								
Black International Staff								

Much of the above information can be obtained either from your Human Resources Department or, your Employment Equity Report, Employment Equity Plan, Workplace Skills Plan or Annual Training Report.

1. List the numerical number of women compared to men who occupy the four Department of Labour occupational levels in the table above.
2. Capture in the table the senior leadership positions held by men and women in your organization. Is there a trend between the race and rank of senior women leaders? Is there gender equity within the senior leadership group? What other trends can you observe from this data?
3. How does the table inform your understanding of the composition of the talent pipeline in your organization? Establish if there is a succession plan in place to grow the talent pipeline in your organization.
4. What is your definition and understanding of ‘Gender Mainstreaming’? Provide suggestions of what gender mainstreaming best practice should entail in your organization.