

## Communicating Diversity & Flexibility

Completed?	Area	Why is it beneficial?	Supporting Information
<input type="checkbox"/>	<b>Include a link to a diversity statement on your listing and/or website</b>	<p>A diversity statement shows that your organisation values diversity and is committed to including people with a range of abilities and experiences. It is a simple way of letting autistic applicants know you welcome them into your volunteering community.</p>	<p>You can find examples of diversity statements outlined in the following links:</p> <ul style="list-style-type: none"> <li>➤ <a href="#">A range of large organizations</a></li> <li>➤ <a href="#">Volunteering Australia</a> - Diversity and inclusion statement.</li> </ul>
<input type="checkbox"/>	<b>Your willingness to make reasonable adjustments</b>	<p>Articulating a <b>willingness</b> to make reasonable adjustments can help ensure autistic applicants can openly provide and discuss any adjustments that can support them to fulfill a volunteering role. This includes any preferred meeting structures and formats which is discussed later in this resource (See <a href="#">Engaging Autistic Volunteers</a>)</p> <p>It's important to note that <b>not all</b> autistic applicants will require adjustments to their role and what is reasonable <b>depends on the requirements of your volunteering organization and roles available.</b></p> <p>An example may look like:</p> <p><i>"We are committed to inclusivity and recognize the importance of making reasonable adjustments to accommodate specific needs and preferences. We are open to discussing any preferred adjustments to the current role that can support you effectively"</i></p>	<p>Reasonable adjustments relate to changes to a role or environment to better cater for an autistic volunteers sensory, executive functioning or communication needs. Types of adjustments are covered in Step Three:</p> <ul style="list-style-type: none"> <li>➤ <a href="#">Sensory Processing</a></li> <li>➤ <a href="#">Thinking Preferences</a></li> <li>➤ <a href="#">Executive Functioning Adjustments</a></li> </ul> <p>At the beginning of the next section, we have also provided email templates that can help open the conversations to what (if any) adjustments can help facilitate participation in a volunteer role.</p> <ul style="list-style-type: none"> <li>➤ <a href="#">Before the Engagement: A Template</a></li> <li>➤ <a href="#">After the Engagement: A Template</a></li> </ul>

<p>□</p>	<p><b>Provide the option to request alternative formats other than written text</b></p>	<p>Providing the <b>option to request</b> alternative formats can help autistic applicants who process information in different and unique ways to access and comprehend the volunteer listing.</p> <p>An example may look like:</p> <p><i>"We understand that individuals process information in different ways, and we are open to accommodating those needs. If you need alternative formats other than written text (e.g., visual or simple English), please contact us at X"</i></p>	<p>Providing the option for video or audio descriptions in addition to written text greatly increases accessibility of volunteer role listings. Several organizations have provided tools and guides to creating alternative formats and increasing overall accessibility.</p> <ul style="list-style-type: none"> <li>➤ <a href="#">Microsoft – Make your Word documents accessible to people with disabilities</a></li> <li>➤ <a href="#">Scope UK – Raising Standards with Alternative Formats</a></li> </ul>
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