



Alana Neal

HR Deputy Director

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Equal Opportunity Employer

Intercity Transit is proud to be an equal employment opportunity employer and strives to provide a culturally diverse workforce. Intercity Transit does not discriminate in employment or service on the basis of race, creed, color, national origin, age, sex, religion, marital status, sexual orientation, veteran status, or disability.



Equal Employment Opportunity Plan

Under Federal Transit Laws, FTA is responsible for ensuring that its recipients do not engage in employment discrimination:

A person may not be excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance under this chapter because of race, color, religion, national origin, sex, disability, or age.

Equal Opportunity Employer

Our commitment and prohibited discrimination can found in agency Rule 301:

Intercity Transit will recruit, train, and promote into all job levels without regard to race, color, religion, gender, marital status, familial status, national origin, age, mental or physical disability, the use of a trained dog guide or service animal, sexual orientation, gender identity, genetic information or veteran status.

FTA requires an EEO Program to contain the following seven elements:

1. Statement of Policy
2. Plan for dissemination both internally and externally
3. Designation of appropriate personnel responsible for carrying out the EEO Program, including the designation of an EEO Officer
4. **Utilization analysis**
5. Goals and timetables to correct identified areas of underutilization or concentration
6. Assessment of an agency's employment practices
7. Plan for monitoring and reporting on the EEO Program

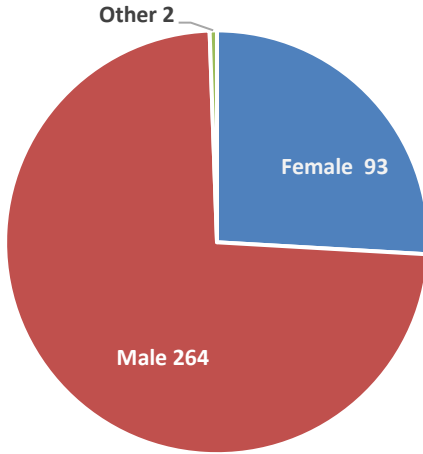
In addition to preparing a new EEO Program every four years, our EEO program and utilization reports are included in the Triennial audit.

Utilization Analysis

Both EEOC and FTA requires transit agencies to compare their internal demographics to county availability.

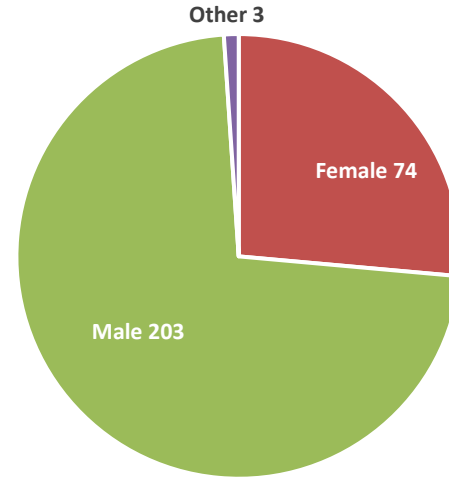
By Gender

Agency Wide Gender 2.20.24



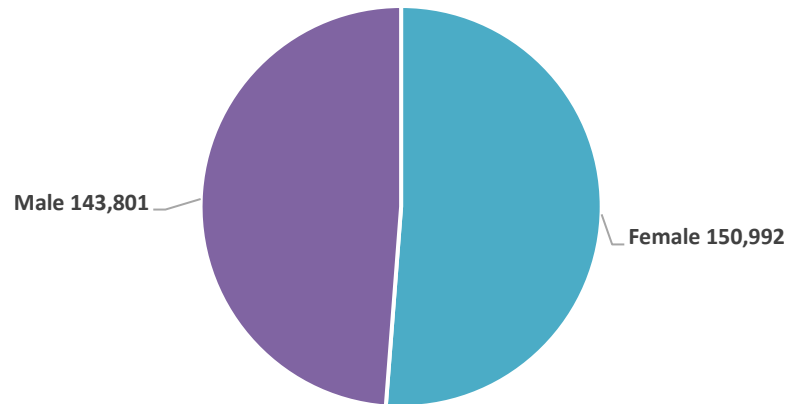
■ Female 93 ■ Male 264 ■ Other 2

Coach-Gender 2.20.24



■ Female 74 ■ Male 203 ■ Other 3

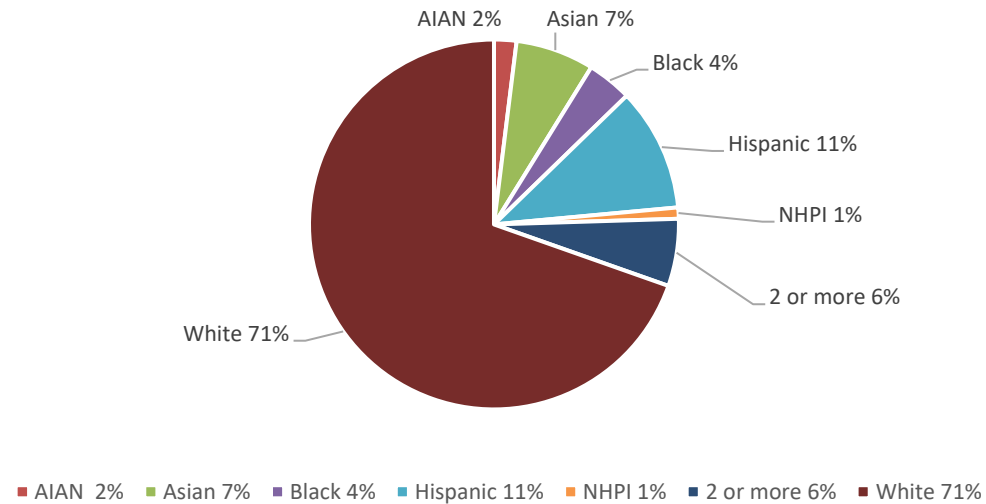
Thurston County Gender - 2020 Census



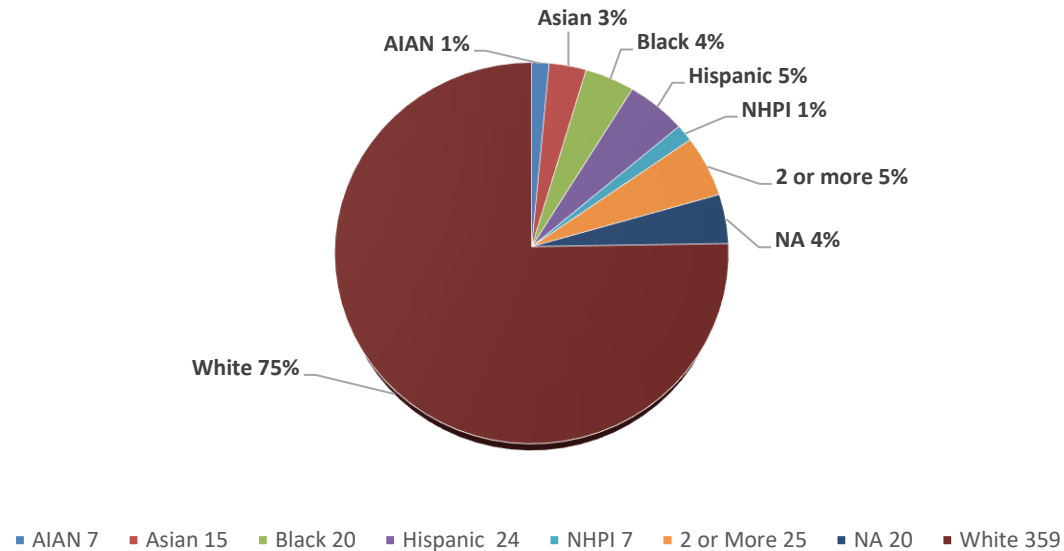
■ Female 150,992 ■ Male 143,801

Demographics

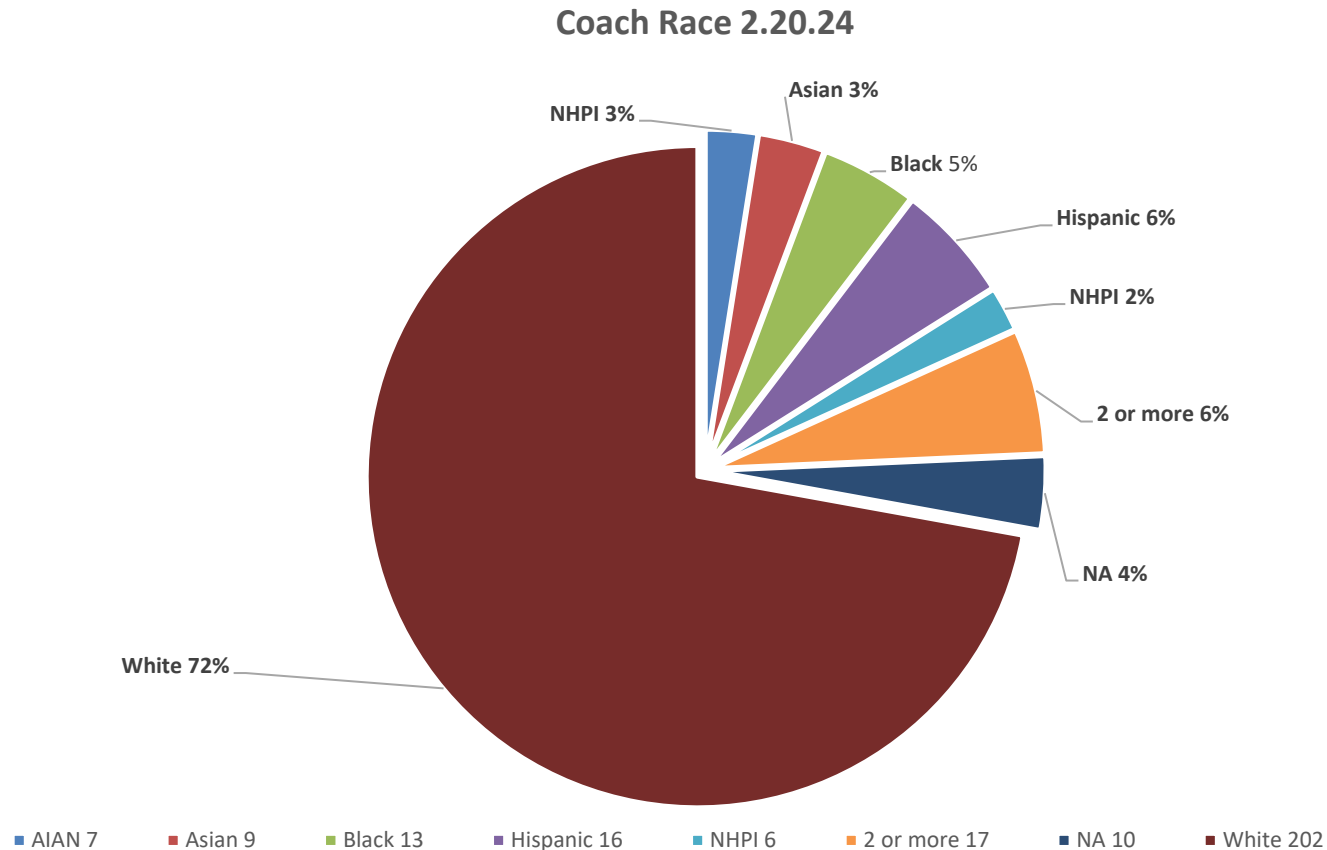
Thurston County Race - 2020 Census



Agency Wide Race 2.20.24



Coach operators



Outreach Efforts – Traditional

Grays Harbor Community College
South Puget Sound Community College
Bates Technical College
New Market Skills

Lacey Spring Fun Fair
Lake Fair

Hawks Career Center Career Fair (JBLM Brown Bag)
Hire GI (JBLM)
Recruit Military (JBLM)
Hire Our Heroes (JBLM)

Employee referrals!

American Planning Association	APTA	Association of Idaho Cities	Association of Washington Cities	Bike Portland
Careers in Government	Community Transportation Association NW	Craigslist	Diversityjobs.com	Facebook
Glassdoor	Government Jobs.com	Growing Cycle Foundation	Handshake	Indeed
League of Oregon Cities	LinkedIn	Mass Transit	National League of Cities	Outdoor Industry Jobs
Planetizen	Prodivnet	Public Relations Society of America	Radical Adventure Rider Jobs	Recruit Military
The Olympian	Thurston Talks	Transit Job Finder	Transit Talent	Transit Job Finder
Transit Talent	Workplace Diversity.com	Work Source	Zip Recruiter	And more!

Work Source Events



Theater and Radio Advertising



Coach Operator Hiring Event

Wednesday, February 22nd at 9am or 12pm

Thurston County WorkSource - 1570 Irving St SW Tumwater, WA 98512

Position starts at 23.43/hour, 40 hours a week, great benefits.

www.intercitytransit.com/employment to apply or register for the event

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Recruit Military



Capital City Pride



Recruitment Process

- **Refine our recruitment processes internally.**
- **Fair and equitable processes**
- **Internal/external recruitments whenever possible**
- **Consistent practices focus on standardizing processes so that our applicants are all evaluated for same skills and qualifications**
- Skills assessment that is customer service focused
- Interview
- Practical fit evaluation
- Skills Assessments
- Criminal background and driving history check
- Reference checks with prior employers
- Pre-employment drug screen

Recruitment 2023

Total applications received: 1,391

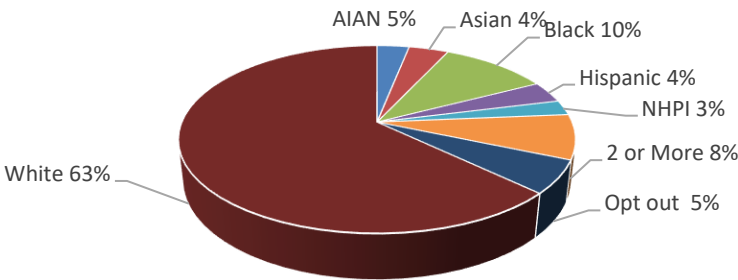
Total Coach applications 545 (5 classes)

Onboarded 102 new employees

Onboarded 65 operators in five operator classes

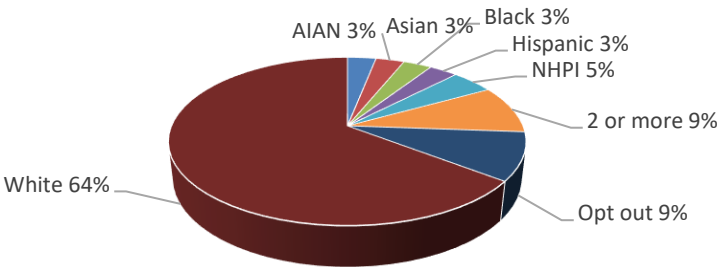
2023 Coach Recruitments

2023 Coach Applicants



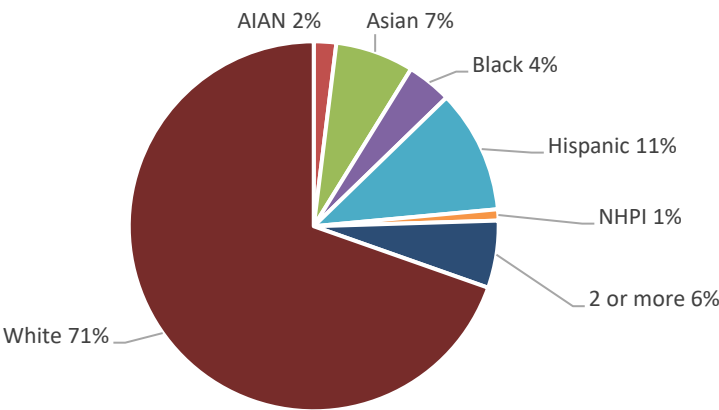
- AIAN 17
- Asian 21
- Black 57
- Hispanic 20
- NHPI 14
- 2 or More 42
- Opt out 31
- White 343

2023 Coach New Hires



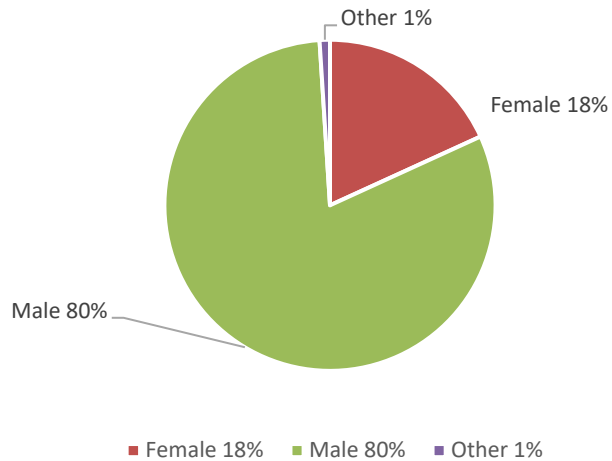
- AIAN 2
- Asian 2
- Black 2
- Hispanic 2
- NHPI 3
- 2 or More 6
- Opt out 6
- White 42

Thurston County Race - 2020 Census

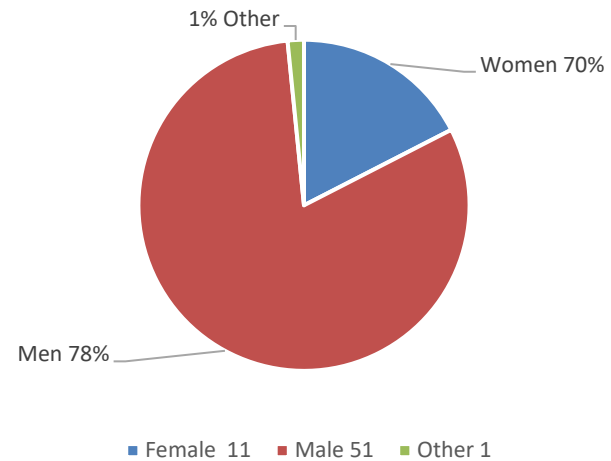


- AIAN 2
- Asian 7
- Black 4
- Hispanic 11
- NHPI 1
- 2 or more 6
- White 71

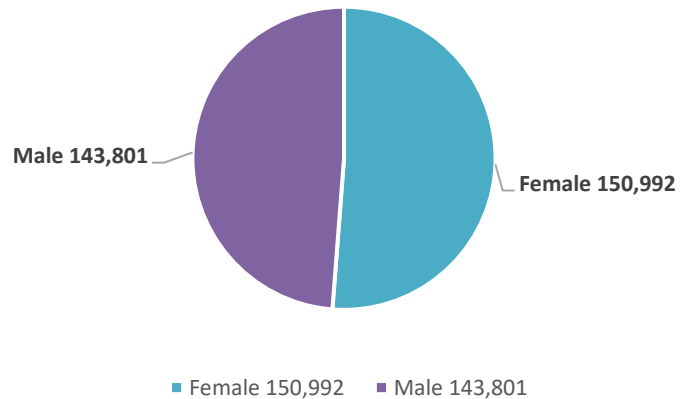
Gender-Coach Applicants 2023



Gender - Coach New Hires 2023



Thurston County Gender - 2020 Census



Conclusion

Intercity Transit's Goals:

- Everyone feels free to be different and free from discrimination,
- A place where everyone is valued as an individual, and
- All employees know their own beliefs and values are respected.

Questions?