



DEPARTMENT OF EMPLOYEE RELATIONS

Effective Date: March 13, 2019; Revised February 15, 2022

EMPLOYEE RESOURCE GROUP APPLICATION

Per the Employee Resource Group Policy, all Employee Resource Groups must submit an application to DER for review and approval for formal recognition of the Employee Resource Group.

Official Name of Employee Resource Group: _____

Name of City of Milwaukee employee completing this application: _____

Position Title: _____ Department: _____

Phone: _____ Email: _____

Name, Title, and Position Department of Management Level Sponsor:

Mission Statement:

Goals and Initiatives:

Recruitment Plan including strategies to introduce new and current employees to the ERG and the City's organizational culture:

Three examples of activities:

1. _____

2. _____

3. _____

We agree we will require members to operate in a supportive, inclusive, and respectful manner towards each other and towards other ERGs.

At least three (3) signatures of City of Milwaukee employees who indicate they will join the Employee Resource Group.

Print Name	Position Title and Department	Employee Signature
1.		
2.		
3.		
4.		
5.		
6.		
7.		

8.		
9.		
10.		

EMPLOYEE RESOURCE GROUP CHARTER APPLICATION APPROVAL

The application for _____ Employee Resource Group has been reviewed by the Department of Employee Relations. The following determination has been made:

- Approved
- Returned for Revisions

Comments:

Signature of Department of Employee Relations Director or Designee

Date