

500.10 – Equal Employment Opportunity

The North Cook Intermediate Service Center (NCISC) shall provide equal employment opportunities to all persons regardless of their race, color, religion, creed, national origin, sex, sexual orientation, gender identity, age, ancestry, marital status, arrest record, military status or unfavorable military discharge, citizenship status provided the individual is authorized to work in the United States, use of lawful products while not at work, being a victim of domestic or sexual violence, gender violence, or any other crime of violence, genetic information; physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation, pregnancy, childbirth, or related medical conditions; reproductive health decisions; credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a particular position, conviction records, unless authorized by law; family responsibilities, and other legally protected categories. No one will be penalized solely for his or her status as a registered qualifying patient or a registered designated caregiver for purposes of the Compassionate Use of Medical Cannabis Program Act, 410 ILCS 130/.

Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or Complaint Manager. These individuals are listed below. No employee or applicant will be discriminated against because he or she: (1) requested, attempted to request, used, or attempted to use a reasonable accommodation as allowed by the Illinois Human Rights Act, or (2) initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged violation of this policy or State or federal laws, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information.

The Director of Human Resources shall be named as the Nondiscrimination Coordinator for personnel who shall be responsible for coordinating the Center's nondiscrimination efforts. The NCISC Executive Director shall insert into this policy the names, office addresses, email, and telephone numbers of the Center's current Nondiscrimination Coordinator. The Nondiscrimination Coordinator also serves as the NCISC Title IX Coordinator.

Nondiscrimination Coordinator:

Name: Cheryl Moore, Director of Human Resources
Address: 1001 E. Touhy Avenue, Suite 200
Des Plaines, IL 60018
Phone: 847-803-5603
Email: cmoore@ncisc.org

The NCISC Executive Director shall also use reasonable measures to inform staff members and applicants that NCISC is an equal opportunity employer, such as by posting required notices and including this policy in the appropriate handbooks.