

MIM SELF-ASSESSMENT TEST FOR GENDER EQUALITY



Mujeres de la industria
de la música

Guidance on how to use the MIM self-assessment test on gender equality in the music sector

According to the UNESCO Convention on the Protection and Promotion of Diversity in Cultural Industries in 2005, UNESCO called for "measures to support women as artists in the creation, production and distribution of cultural goods and services. The 2005 Convention provides a framework for addressing gender challenges in the cultural and creative industries by means of integrated policies and measures based on sex-disaggregated data" (UNESCO, 2019).

The processes of measuring and diagnosing the situation in terms of gender equality in music organisations are pivotal to **move towards a more feminist and gender-equal cultural ecosystem**.

This self-assessment tool will be available on the MIM website and will allow the music organisations to know their performance in terms of gender in compliance with the Spanish Organic Law 3/2007 for effective equality between women and men along with the United Nations 2030 Agenda.

Instructions on how to undertake the self-assessment test

- (i) It corresponds to the gender desk officer of the organisation to complete the test. If this person does not exist within the organisation, it shall be filled in by a member of the team with enough knowledge about the organisation to be able to provide answers related to cross-cutting questions about the organisation.
- (ii) Access to the self-assessment will be enabled only after answering a series of compulsory generic questions.
- (iii) Thus, users will be able to access the self-assessment, which consists of different questions on the organisation gender issues.
- (iv) The self-assessment test is expected to be filled out in about 10 minutes.
- (v) After finishing the questionnaire, the results of the self-assessment will appear on the website together with a series of recommendations tailored to the answers given by the organisation.
- (vi) An annual diagnosis is recommended to identify how the organisation has improved in terms of gender.
- (vii) There is a dedicated e-mail address available for any doubts or suggestions regarding the self-assessment: autoevaluacion@asociacionmim.com
- (viii) Terms and conditions of data use must be accepted to allow the test to generate the assessment.
- (ix) In the case of wanting to save the self-assessment, it is possible to fill in the form in PDF format, thus allowing you to record the questionnaire along with the recommendations.

Name of reporting person

*Position in the organisation

Name of the organisation

*E-mail

*Year of diagnosis

A. INFORMATION ABOUT THE ORGANISATION

1 Typology of the music organisation

- Music festival
- Live music venue
- Other business related to the music industry (management; publishing houses...)

2 Ownership of the music institution or venue

- Public governance
- Private management
- Public governance managed privately

3 Number of employees

4 Territory where the organisation activity takes place

5 Amount of time in operation of the organisation

6 Has the organisation implemented any gender plan or strategy?

- Yes No

6.A Is the gender impact of the organisation's activities or the implementation of the gender plan/strategy measured? *

**(only answer this question if the answer to the previous question was YES)*

- Yes No

6.B Are targets set according to the results of measuring the impact of the organisation's activities on equality? *

**(only answer this question if the answer to the previous question was YES)*

- Yes No

7 Is there a person or body responsible for gender within the organisation?

- Yes No

8 Is there any place or space within the organisation in case there is a gender-related issue or complaint from the staff (i.e., an e-mail address)?

- Yes No

9 Is training provided to the staff on gender issues?

- Yes No

10 Does your organisation partner with public or private feminist or equality-related entities or organisations?

- Yes No

11 Do the internal communications within the organisation make use of a gender-neutral language?

- Yes No

12 Is the organisation familiar with the concept of 'soft skills'?

- Yes No

13 Has the organisation set any equality requirements for its providers?

- Yes No

Recommendations

6. According to the **Ministry of Equality in Spain**, the development of equality policies in companies has its greatest exponent in equality plans as an instrument that enables the integration of equality across workplace relations and in all areas of management of organisations, thus advancing towards effective equality between women and men. The Ministry of Equality provides a guide on how companies can draw up their own equality plans autonomously by clicking on the [following link](#).

6.A. It is recommended to measure the gender impact of the organisation thereby allowing it to identify the current situation in terms of equality, which will facilitate decision-making on gender equality for the organisation.

7. It is important to name a gender representative within the organisation to whom the staff and other stakeholders can refer to in the event of equality issues in the organisation.

8. An e-mail or mailbox to transmit complaints or suggestions related to gender is a useful tool that eases the communication concerning possible conflicts or requirements from employees or people related to the organisation on gender issues.

9. Equality training for professionals provides employees with awareness-raising and sensitisation.

10. It is recommended to build alliances and partnerships with feminist organisations in the area in which the company's operations are carried out.

11. It is recommended for internal communications to be inclusive and non-sexist therefore to guarantee the social inclusion of everyone involved in the organisation.

12. 'Soft skills' are non-technical but fundamental features or skills regarding the way we interact at work, including empathy, communication, adaptability, and the ability to work as part of a team.

13. Although it may be complex, it is important to try as far as possible to have a network of sustainable providers who are aware of gender equality.

B. INFORMATION ON EMPLOYMENT POLICIES

1 Does the organisation have implemented a gender sensitive recruitment policy?

Yes No

2 Does the organisation have integrated LGBTBIQ+ perspective when recruiting?

Yes No

3 Does the organisation recruit from an inclusive and non-racial perspective?

Yes No

4 What is the percentage of women in the staff?

- 25% women or less
 50% women or less
 75% women or less
 More than 75% women

5 Is there female representation within the managerial staff?

Yes No

6 What is the percentage of women within the managerial staff?

- 25% women or less
 50% women or less
 75% women or less
 More than 75% women

7 Does your organisation implement schemes to foster female leadership in teams?

Yes No

8 Have there been more men than women promoted in the last year?

Yes No

9 Among employees with the same responsibilities, is there pay discrimination based on gender, sexual orientation, or race?

Yes No

10 Do you consider the possibility of implementing a blind CV policy during recruitment processes?

Yes No

Recommendations

1. It is important that the people in charge of hiring personnel bear in mind a gender perspective. We remind you that at MIM we have a **database** of female music professionals on our website.

2 and 3. It is important that the people in charge of hiring personnel bear in mind a wider perspective concerning not only gender but also other realities and different communities and social groups when hiring.

4. It is recommended that the staff should be gender balanced, which means that at least 50% of the staff should be made up of women.

5. The lack of representation of women in management positions is a major problem in the music industry, hence the importance to address this reality.

6. Equal representation of men and women in the management team is essential.

7. It is important to implement initiatives that promote and encourage female leadership within workplace through actions such as: hiring women for managerial positions, generating new leadership references, generating new training opportunities for women.

8. Promotion and progression policies are important for all employees in the organisation. However, it is common for women to opt for fewer promotions than their male colleagues, thus it is important to maintain a gender perspective when promoting female employees.

9. Pay discrimination occurs when there are differences in pay between two workers doing the same job in the same amount of time based on gender, sexual diversity, or race.

10. A blind CV does not include identifying information about the candidate by omitting information such as gender, nationality, or age, while focusing on academics and experience, allowing the HR team to make recruitment more inclusive and equal.

C. INFORMATION ON EMPLOYMENT AND WORK-LIFE BALANCE POLICIES

1 Does the entity have a policy on caregiving and work-life balance scheme?

Yes No

2 Do women stop working after maternity leave in your organisation?

Yes No

3 Do men stop working after paternity leave in your organisation?

Yes No

Recommendations

1. The difficulties of work-life balance among female cultural workers exponentially enhances gender disparities in cultural employment. Addressing this reality and acting for a better and greater gender work-life balance is fundamental to move towards fairer and more equal cultural environments.

The importance of paternity leave: this is an essential component when it comes to making progress in terms of equality and work-life balance. Shared responsibility in the upbringing of children is essential when combating disparities. Traditionally, women-mothers have always been linked to childcare tasks, leading to the abandonment of their training, work and even their own enjoyment.

Therefore, improving the conditions of paternity leave and co-responsibility of caregiving have a direct impact on reducing gender inequalities, as established in the Spanish Royal Decree-Law 6/2019, of 1 March, on urgent measures to guarantee equal treatment and opportunities between women and men in employment and occupation.

D. INFORMATION ON ARTISTIC PROGRAMMING AND BOOKING *

*(Answer the questions in this section only if your organisation carries out programming and artist booking)

1 Does your organisation programme/contract from a gender perspective?

Yes No

2 Does your organisation contract artists from an inclusive LGBTIQ+ perspective?

Yes No

3 Does your organisation contract from an inclusive perspective regarding ethnic/origins and/or racial diversity?

Yes No

4 Does your organisation consider, when programming, the incorporation of new female and/or other diverse referents?

Yes No

5 Does your organisation consider, when programming, artists from different ages and generations?

Yes No

6 Is the gender perspective in programming or contracting measured?

Yes No

6.A Do you use the results to improve the next edition or programme? *

*(only answer this question if the answer to the previous question was YES)

Yes No

7 What is the percentage of female-led groups in your line-up or music programme?

25% or less 75% or less
 50% or less More than 75% or more

Recommendations

1. Unequal gender balance in artistic programmes and line-ups creates an unfair situation for women in the music industry. It is therefore essential a gender perspective in programming. MIM has a **database** of artists that makes it easier for organisations to include women artists in their programmes.

2. It is important from an artistic point of view to include a diverse and inclusive perspective when it comes to music programming.

3. Art and culture represent a major source of socialisation and building of human values; therefore, it is important to have a diverse and inclusive perspective from an artistic point of view when designing music programmes.

4. It is important to pay attention to the diverse nature that exists in the entire musical network and keep in mind the different proposals that can enrich the organisation's musical programmes, a process that also entails the creation of new opportunities.

5. In the context of the gender discrimination suffered by women, there is an additional issue when we refer to women with experience and trajectory in music. Having an intergenerational vision when it comes to programming is an essential element.

6. Monitoring and measurement are the first (and necessary) steps when creating gender equality improvements. Measuring gender in programming or line-ups constitute very useful tools to understand the situation, to identify areas for improvement and to set new goals in terms of gender for future editions. Guidance on how to measure the gender perspective can be found in [this link](#).

7. It is important that the organisation addresses the gender perspective in its line-up and works towards a gender-balanced programme or line-up.

E. INFORMATION ON AUDIENCES *

*(answer the questions in this section only if your organisation holds events with an audience)

1 Is the audience quantified in men, women, and others?

Yes No

2 Does your organisation set up an area for practical welfare support which offers a space for anyone who feels unsafe due to sexual harassment or assault?

Yes No

3 Do you have a specific policy for action in case of sexual harassment or assault or are you adhered to any protocol on this matter?

Yes No

4 Does your organisation promote campaigns to raise awareness and prevent sexual harassment or assault?

Yes No

5 Does your organization offer any kind of programme, workshop, or special event to raise awareness on gender equality or sexual diversity?

Yes No

6 Does your organisation set up a safe space or any other specific area available to help in case of LGBTQ-phobic harassment?

Si No

Recommendations

1. A gender analysis of events with audience is recommended to be carried out.
2. There are different ways of defining spaces for awareness-raising, prevention and action against sexual harassment and assault. In Spain, is it common to find these spaces named as "Punto Violeta" or "Punto Lila". Their implementation in live music events is essential to guarantee the audience's equal enjoyment of the event. Including women in these dedicated areas is crucial.
3. The organisation shall have a protocol on how to deal with cases of sexual harassment and assault to avoid the lack of protection of possible victims. There are protocols in this sense available for consultation in feminist associations and equality departments of local or regional administrations.
4. Awareness-raising campaigns are very useful preventive actions that can prevent possible sexual or LGBTQ-phobic attacks. It is recommended to implement measures for this purpose.
5. Workshops, programmes or special events held by the organisation that have a feminist or sexual diversity character contribute positively towards the construction of a more equal and inclusive music industry.
6. Following the example of the previously mentioned "Punto Morado" or "Punto Lila", it is recommended to set up spaces for awareness, prevention and action against violent attacks or harassment based on sexual identity or diversity. Their implementation in live music events is essential to guarantee the equal enjoyment of all audience while developing an event.

Comments: