

Affirmative Action Applicant Questionnaire

In compliance with federal Affirmative Action requirements, the Chicago Botanic Garden is responsible for evaluating its selection and hiring practices, measuring the effectiveness of its Affirmative Action Plan and producing required reports to government agencies. In order to comply with these regulations, we must track certain data regarding our applicants. However, you are **not** required to provide the information requested. YOUR COOPERATION IS VOLUNTARY. INCLUSION OR EXCLUSION OF ANY DATA WILL NOT AFFECT ANY EMPLOYMENT DECISION. ANY INFORMATION YOU PROVIDE WILL BE MAINTAINED SEPARATE FROM YOUR EMPLOYMENT APPLICATION.

Name _____ Position Applied for _____ Date _____

Sex: Male Female

Race/Ethnic Data:

- Hispanic or Latino Caucasian (not Hispanic or Latino) American Indian or Alaskan
(not Hispanic or Latino)
- African American or Black Asian (not Hispanic or Latino) Native Hawaiian or Pacific Islander
(not Hispanic or Latino)
- Two or more Races (not Hispanic or Latino)

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Disabled/Veteran Classification(s):

- Disabled Person Disabled Veteran Armed Forces Service Veteran
- Recently Separated Veteran Other Protected Veteran

DEFINITIONS:

Hispanic or Latino: All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

Caucasian (not Hispanic or Latino): Persons having origins in any of the original peoples of Europe, North Africa or the Middle East.

African American or Black (not Hispanic or Latino): Persons having origins in any of the black racial groups of Africa.

Asian (not Hispanic or Latino): Persons having origins in any of the original peoples of the Far East, Southeast Asia, the Pacific Islands or the Indian subcontinent including, for example, China, Japan, Korea, the Philippines, Samoa, India, and Pakistan.

Native Hawaiian or Pacific Islander (not Hispanic or Latino): Persons having origins in any of the original peoples of Hawaii or the Pacific Islands.

American Indian or Alaskan (not Hispanic or Latino): Persons having origins in any of the original peoples of North America and who maintain cultural identification through tribal affiliation or community recognition.

Two or More Races (not Hispanic or Latino): All persons who identify with more than one of the above *five* races.

Disabled Person: One who (1) has a physical or mental impairment which substantially limits one or more of such person's major life activities, (2) has a history of such impairment, or (3) is regarded as having such an impairment.

Disabled Veteran: A veteran who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered under Veterans Affairs, or a person who was discharged or released from active duty because of a service-connect disability.

Other Protected Veteran: A veteran who served in a campaign or expedition for which a campaign badge has been authorized.

Armed Forces Service Veteran: A veteran who, while serving in military, was the recipient of a service medal pursuant to Executive Order 12985.

Recently Separated Veteran: A veteran during the three-year period beginning on the date of the veteran's discharge or release from active duty.

CHICAGO BOTANIC GARDEN IS AN EQUAL OPPORTUNITY EMPLOYER