**BRG Lead (Regional Level: Americas/Asia Pacific/EMEA)**

Generally, each BRG or chapter is required to have two Leads plus (where possible) a BRG Past Lead as Advisor for a period of one year. Americas, Asia Pacific and EMEA BRG Leads grow and develop their leadership skills through exposure to a broad cross-section of employees across the company, including senior executives. They also obtain some limited interactions with other BRG members from external organizations.

Through working with the respective D&I Director and Executive Sponsor, this role allows for real-time development and coaching for enhanced leadership skills as evidenced through influence without authority, persuasive presentations, excellence in process management and Energizing our People as defined in our Leadership Expectations. Further, leadership development is enhanced through demonstrating our Values and Behaviours. BRG Leads learn and are expected to comfortably demonstrate professional courage, excellence in stakeholder engagement, strong communications, networking, and collaboration skills in order to deliver results through others. BRG leads obtain greater self-awareness and increased interpersonal savvy.

BRG leaders are typically staff level employees and recognized as having potential within our talent reviews. Having taken on a role such as this, these emerging leaders ultimately exhibit improved business acumen, strategic planning and decision making. They typically demonstrate greater intercultural fluency and improved appreciation for managing a diversity of perspectives and people in pursuit of results aligned to the business and the D&I Ambition.

**REQUIREMENTS:**

- Approximately 3–5 years’ experience working for BP or similar sized organization preferred;
- Team Leader, First Level Leader (FLL) or Senior Level Leader (SLL)*
- High performer with demonstrated Leadership Capabilities
- 2 – 3 year commitment
- Knowledgeable of BP businesses
- Strong business acumen and willingness to learn
- Line manager’s approval

**LEADERSHIP CAPABILITIES**

BRG Leads are expected to be competent in many of the following areas:

- Strategic planning and project delivery
- Performance management
- Virtual teams and people management
- Time management
- Effective delegation
- Mentoring
- Organizational savvy
- Effective influence and negotiation skills
- Cultural Fluency
- Effective listening
- Systemic thinking
- Effective presentation and communications skills
- Risk assessment
- Budgeting/Profit & Loss management
- Networking at all levels of the organization
In order to become a BRG Lead, an employee must consistently have demonstrated most of the above Leadership Capabilities, be representative of the constituency the BRG represents, have a level of demonstrated advocacy and passion around the focus area and must be considered and be approved by both D&I CoE as well as the Executive Sponsor or the Local Leadership Champion.

ROLEs AND RESPONSIBILITIES

Commitment and willingness to demonstrate the below role responsibilities:

- Actively and visibly role model BP’s Values and Behaviours;
- Work closely with the Executive Sponsor and D&I CoE to develop, implement and be accountable for BRG goals in support of BP’s overall business objectives regarding 1) talent attraction 2) retention 3) advancement & professional development, and 4) brand eminence;
- Support the objectives of the D&I Ambition and work with D&I CoE upon request to pilot programs, provide insights into policies and practices for greater inclusion;
- Proactively bring forward recommendations from the BRG membership to D&I CoE to address any inclusion barriers real or perceived to impact their particular constituency;
- Function as the region-wide BRG Lead for a given constituency and advocate for that constituency;
- Provide direction to the Core Team (includes finance and communications) regarding goal achievement, tracking and measurement;
- Work through local chapter/function leads and the membership to increase employee engagement;
- Provide direction and oversight to local chapter leads to assure alignment, consistent utilization and execution of programs, finances and communications;
- Assure the BRG provides the requested goal tracking/update information;
- Design and participate in a coordinated, collaborative annual membership drive;
- Actively collaborate with other BRG Leads from other constituencies;
- Participate in monthly BRG update and progress calls with D&I CoE;
- Attend the BRG Summit & Strategic Planning meeting;
- Work with the Executive Sponsor to identify successor before term ends;
- Help BP foster a more inclusive workplace and engaged workforce; and
- Develop and execute regional BRG plans against allocated budget.

COMMITTEE CHAIR(S)

Overview

Each ERG should have a Committee Chair for each of the required committees: Company Culture; Personal and Professional Development; Insights and Innovation; Community Involvement. The Committee Chair manages a wide range of tasks that enable the ERG to develop and implement action plans for each of the strategic objectives.

Voluntary Commitment

- Meet quarterly with the ERG Chair(s) to provide updates on strategic objectives.
- Attend major events and activities.

Responsibilities

- Receives direction on priorities from the Executive Sponsor(s) and Chair(s).
- Attends at least 75% of ERG meetings and events.
- Executes the scope of work as defined for respective committee.
- Acts as an advocate for all ERGs.
Selection
- In consultation with Diversity & Inclusion, will be selected by a nomination and review process within the ERG.

The Role of Corporate Diversity and Inclusion
The Corporate Diversity and Inclusion team provides overall support and guidance for ERGs and helps ensure that all ERGs are a catalyst for fostering a diverse and inclusive environment, while positively impacting our business and team member community. The team can support ERGs in the following ways:
- Provide assistance to team members wishing to form an ERG
- Provide oversight, strategic guidance and direction to the ERG Executive Sponsor, Chair, and Committee Chairs
- Allocate and monitor ERG budget expenditures
- Share industry research along with internal and external best practices
- Assist ERGs with developing a consistent strategy across Cox Automotive
- Drive awareness and education of ERGs across Cox Automotive

Global, Regional and Site ERG Leads

<table>
<thead>
<tr>
<th>Global and regional alignment</th>
<th>Regional lead</th>
<th>Local planning and execution</th>
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<tbody>
<tr>
<td><strong>Global lead</strong></td>
<td><strong>Regional lead</strong></td>
<td><strong>ERG Site lead</strong></td>
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<tr>
<td>- Supports ERG in executing goals, initiatives, and events from a global perspective</td>
<td>- Supports ERG in executing goals, initiatives, and events from a regional perspective</td>
<td>- Provides leadership for the Site Chapter</td>
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<td>- Works with Global Executive Sponsor to remove roadblocks</td>
<td>- Drives recurring regional ERG meetings</td>
<td>- Plans the Chapter ERG strategy (in alignment with Global/Regional direction)</td>
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<td>- Researches &amp; defines specific strategic initiatives that will help to accomplish vision, mission, and success metrics</td>
<td>- Participates in annual regional ERG strategy sessions</td>
<td>- Keeps regional lead informed of key events and needs</td>
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<td>- Drives alignment with internal partners</td>
<td>- Drives alignment with Dell’s diversity &amp; Inclusion strategy</td>
<td>- Maintains connection with local site leadership</td>
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<td>- Drives alignment with Dell’s Diversity &amp; Inclusion strategy</td>
<td>- Ensures regional alignment to global strategy</td>
<td>- Works with core team to drive engagement for ERG on-site</td>
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<td>- Ensures regional alignment to global strategy</td>
<td>- Creates &amp; maintains ERG site lead list</td>
<td>- Collaborates with other active ERG Chapters on-site</td>
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<td>- Supports best practice sharing</td>
<td>- Works to recruit site leads when necessary</td>
<td>- Attends regional meetings to learn &amp; share best practices</td>
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<td>- Drives recurring global ERG meetings</td>
<td>- Works in collaboration with D&amp;I to direct interest in new chapters</td>
<td>- Drives regular core team meetings</td>
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<td>- Participates in annual ERG strategy sessions</td>
<td>- Maintains ERG regional overview</td>
<td>- Ensure alignment to Dell’s Diversity &amp; Inclusion strategy</td>
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<td>- Represent ERG externally, whenever possible</td>
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<td>- Serve a minimum two-year term</td>
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