



FACT SHEET:

How You Could Use the Good Jobs Principles in Your Work

Good Jobs tend to have reduced turnover, greater productivity, and more stability and worker engagement. But what is a Good Job, and what tools help create them?

First published by the Departments of Labor and Commerce in 2022, the Good Jobs Principles have informed billions in federal investments creating new jobs in infrastructure, clean energy, and manufacturing. This shared federal vision of job quality collects the features of jobs that help workers not just get by, but get ahead: living wages, family-sustaining benefits, and active steps to remove barriers for underserved populations, including women, people of color, and rural workers. **These Principles are engrained in federal projects like the kind described in [President Biden's first-its-kind executive order on good jobs](#).**

Jobs with these features also are achievable through tools already available to employers, funders, and other entities working to provide Good Jobs.

Below, DOL's Good Jobs Initiative provides illustrative examples of steps that meet the Good Jobs Principles. The examples below are not exhaustive. This fact sheet does not create any obligation to take steps not already required by federal, state, and local employment laws. However, these examples provide a reference for how funding applicants and recipients, employers, and other entities may choose to align their work with the Good Jobs Principles.

Recruitment and Hiring: *Qualified applicants are actively recruited – especially those from underserved communities. Applicants are free from discrimination, including unequal treatment or application of selection criteria that are unrelated to job performance. Applicants are evaluated with relevant skills-based requirements. Unnecessary educational, credentials, and experience requirements are minimized.*

- Taking proactive steps to recruit from communities underrepresented in the workforce and accounting for cultural competencies relevant to these populations' history attaining and retaining jobs.
- Removal of unnecessary degree or education requirements and using skills-based strategies for evaluating applicants.
- Implementing hiring and recruitment strategies (such as blind resume reviews) meant to counter conscious and unconscious biases toward the racial, ethnic, or education background of an applicant.
- As needed, providing reasonable accommodations for portions of the application process to individuals with disabilities.
- Removing unnecessary requirements to disclose contacts with the criminal justice system.

Benefits: *Full-time and part-time workers are provided family-sustaining benefits that promote economic security and mobility. These include health insurance, a retirement plan, workers' compensation benefits, work-family benefits such as paid leave and caregiving supports, and others that may arise from engagement with workers. Workers are empowered and encouraged to use these benefits.*

- Taking steps to transparently share with applicants and workers what benefits an employer provides as well as any costs that a worker may need to cover in using these benefits.
- Providing supports like child and dependent care to reduce barriers to caregivers accessing good jobs.
- Sharing stories with applicants and employees that show that workers can and should use benefits such as sick leave, parental leave, and other benefits.

Diversity, Equity, Inclusion, and Accessibility (DEIA): *All workers have equal opportunity. Workers are respected, empowered, and treated fairly. DEIA is a core value and practiced norm in the workplace. Individuals from underserved communities do not face systemic barriers in the workplace. Underserved communities are persons adversely affected by persistent poverty, discrimination, or inequality, including Black, Indigenous, people of color; LGBTQ+ individuals; women; immigrants; veterans; military spouses; individuals with disabilities; individuals in rural communities; individuals without a college degree; individuals with or recovering from substance use disorder; and justice-involved individuals.*

- Providing regular anti-harassment and anti-retaliation trainings to all who work at a worksite.
- Offering van pools and transportation stipends to remove barriers to employment for populations that may struggle to reach worksites.
- Removing unnecessary degree requirements in favor of skills-based strategies for evaluating candidates.
- Studying the operation of the workplace and adjusting practices to accommodate individuals with disabilities (including issues affecting individuals with behavioral health challenges such as substance use disorders).
- Adjusting work schedules to accommodate longer commutes for caregivers and people from rural areas.
- Partnering with community organizations and other entities to inform workers and participants about their rights under employment protection laws.
- Connecting underserved workers and participants with workers groups and mentors also from underserved communities to help them identify resources and strategies for succeeding at a workplace.

Empowerment and Representation: *Workers can form and join unions. Workers can engage in protected, concerted activity without fear of retaliation. Workers contribute to decisions about their work, how it is performed, and organizational direction.*

- Having a collective bargaining agreement with workers.
- Reaching another labor agreement (such as a project labor agreement or community benefits agreement) or commitments to labor peace or voluntary recognition.
- Partnering with worker-centered groups or developing forums where workers can share their views about the workplace without fear of retaliation.
- Adopting workflow structures that respond to and incorporate employee feedback into the operation of the workplace.

Job Security and Working Conditions: *Workers have a safe, healthy, and accessible workplace, built on input from workers and their representatives. Workers have job security without arbitrary or discriminatory discipline or dismissal. They have adequate hours and predictable schedules. The use of electronic monitoring, data, and algorithms is transparent, equitable, and carefully deployed with input from workers. Workers are free from harassment, discrimination, and retaliation at work. Workers are properly classified under applicable laws. Temporary or contractor labor solutions are minimized.*

- Having clearly defined human resources structures and practices as well as resources for implementing these plans.
- Training and re-training workers and managers on proper safety strategies in the workplace as well as the rights of workers.
- Ensuring all workers have stable and predictable schedules and that changes to work schedules are minimized as much as possible.
- Disclosing if the employer uses algorithms or surveillance in the workplace and how and when it is used to make decisions, as well as providing a forum for workers to share their questions and concerns about these practices.

Organizational Culture: *All workers belong, are valued, contribute meaningfully to the organization, and are engaged and respected especially by leadership.*

- Developing structures that integrate worker feedback and concerns into the operation of the workplace.
- Adopting policies that promote widely accepted practices for creating positive culture in the workplace.
- Having a collective bargaining agreement or other agreement in which worker representatives address their concerns.

Pay: *All workers are paid a stable and predictable living wage before overtime, tips, and commissions. Workers' pay is fair, transparent, and equitable. Workers' wages increase with increased skills and experience.*

- Ensuring timely payment of wages that meet the local cost of living.
- Providing transparent pay schedules with equitable wages and career ladders.
- Auditing wages to inform steps taken to avoid pay disparities for women, people of color, and other populations.

Skills and Career Advancement: *Workers have equitable opportunities and tools to progress to future good jobs within their organizations or outside them. Workers have transparent promotion or advancement opportunities. Workers have access to quality employer- or labor-management-provided training and education.*

- Providing information to all hires about opportunities for promotion (including if those opportunities come at regular intervals) and what steps and accomplishments will help workers reach those opportunities.
- Ensuring that all workers receive information on professional development and training provided by the employer or its labor partners.
- Taking steps to ensure that all promotion and skills development opportunities to reach all populations, such as setting up a mentorship program for individuals from underserved populations.