The EEST helps stimulate internal Professional Society (ProS) conversations, assess and benchmark organizational DEI efforts, discern strengths, identify areas for attention, and provides examples of actionable changes that can be made.

**Part 1: The 12 Functions**

1. **Governance & Leadership**
   Explores how DEI is integrated into the ethos of the ProS’s leadership, how the ProS is governed, and how major decisions are made about goals and activities.

2. **Membership**
   Examines the design and delivery of the ProS’s membership activities, as well as the experience of its members.

3. **Meetings, Conferences & Events**
   Identifies who participates, how, and what they experience during society meetings, conferences, and events.

4. **Professional Development**
   Focuses on professional development opportunities, including “soft” skills in leadership and management, networking, and technical certifications/licensure.

5. **Chapters & Affiliates**
   Examines the support, development, and activities available for members in chapters.

6. **Awards & Recognition**
   Reflects on the established application and selection policies and procedures by which people apply to, or are nominated for, awards and recognition.

7. **Marketing & Communication**
   Considers how the ProS communicates with its members and the content that is communicated.

8. **Community Outreach & Engagement**
   Explores how the ProS promotes and engages the wider community, public, and other stakeholders in the society’s sphere of influence.

9. **Employment**
   Examines how employees are recruited, managed, and promoted in the ProS.

10. **Public Policy & Advocacy**
    Focuses on how the ProS promotes and protects the interests of the discipline and its members.

11. **Publishing**
    Explores how the ProS manages its publishing processes and produces official publications and journals.

12. **Partners, Sponsors & Vendors**
    Considers how the ProS selects and works with partners, sponsors, and vendors.

**Part 2: DEI Compositional Measures**

Provide information on a series of DEI performance measurement questions for each of the 12 functions. These focus on “compositional” diversity, the numerical and proportional representation of different groups of people within a ProS and its activities.

**Part 3: DEI Progress, Challenges & Priorities**

Reflect on open-ended questions to identify areas of ProS DEI success and challenges, intersectional strategies employed in society functions, and DEI priorities for the future.