



## Organizational DEI Consultancy & Development Program

### Overview:

The main challenge with any large diverse workforce, agency, or organization that deals with the public good is cultivating a genuine culture of respect among its internal and external stakeholders based on a single unifying DEIA framework. Creating this culture requires an understanding of bias, diversity, and equality and the subtle ways they must be addressed to ensure a fair administration of access and justice, build impactful agency results, and generate meaningful positive change. Anti-racism is not just a conceptual value; it is a concrete goal that will only be achieved when operationalized via practical strategies. Using a five-phase work plan, Elevate will work with an appointed DEI advisory council to develop an all-encompassing strategic framework that encourages change within your organizations current DEI practices.

### Five Phase Work Plan

PHASE 1 – Kick-Off – Elevate will work with you to help determine an Advisory Council consisting of a diverse group of your organization’s top-level employees

PHASE 2 – Charter Development/Fact-Finding Using Elevate’s 6-step proven process, ENGAGE, we will review current policies & obtain a better understanding of the Advisory Councils Priorities & create a DEI plan that aligns with your organization’s mission.

PHASE 3 – DEIA Plan Development Create a DEIA plan aligned with the Advisory Council’s strategic plan to include: Newly created and/or modified existing hiring practices, government policies, procedures, community engagement, and ongoing staff training.

PHASE 4 – Staff Training Delivery – Develop an organizational training program with recommended trainings for both leaders, managers, & supervisors, and another for employees.

PHASE 5 – Quality Assurance Plan Every three (3) months after completing and implementing the Advisory Council’s DEIA Plan, Elevate will use fourteen (14) diversity and inclusion metrics to diagnose risk areas and opportunities, track the progress of initiatives, and calculate the Advisory Council’s return on investment.



## Recommended trainings include:

All course outlines are samples and will be tailored to align with your initiative

### Diversity and Inclusion Awareness

In this workshop, participants will gain a better understanding of cultural diversity which is aimed at increasing the participants' cultural awareness, knowledge, and skills in order to benefit an organization by increasing the inclusion of different identity groups and by promoting better teamwork. More than ever, a workplace is a diverse collection of individuals proud of who they are: their gender, their sexual orientation, their religion, their ethnic background, and all the other components that make an individual unique. One of the challenges for workplace leaders is how to help these diverse individuals work as a team.

While we cannot completely rid ourselves of unconscious bias, we can learn how to recognize it and lessen its impact in the workplace. These are skills that everyone can learn. Most people are not aware of how their unconscious biases can affect their behavior, but unchecked, it can have enormous impact in the workplace and throughout one's everyday life.

#### Learning Objectives

- Define what culture is and how it shapes the workplace
- Identify how stereotypes shape our perception
- Define diversity and what its related terms mean
- Build awareness to understand what unconscious bias is and why it matters
- Understand the impact of unconscious bias at work and the impact it has on your decision making

### Navigating Difficult Conversations

This program will show you how to engage in a difficult conversation where tact and assertiveness are needed. You will learn how to balance both as well as how to encourage others to speak up and not shut down. Ultimately, you will understand how to de-escalate emotional conversations to avoid conflict and resentment.

#### Learning Objectives

- Identify when and how a conversation turns difficult
- Create an effective dialogue between you and your colleagues
- Manage sensitive topics with ease and diplomacy
- Create a safe environment that promotes conversation to reduce conflict



- Reset difficult conversations

## How to Implement Diversity and Inclusion

Understanding and mitigating the impact of unconscious bias is a crucial 21st-century global leadership skill. With awareness of unconscious bias and actionable steps to manage it, you will be able to make the best decisions for your organization, your colleagues, and your team. Managing unconscious bias is a vital step in building workplaces that are innovative, dynamic, and inclusive.

In this training, through research-based assessments and exercises, you will move from awareness to action, learning how to interrupt bias and leverage the full potential of diverse teams and colleagues in your workplace.

### Learning Objectives

- Develop useful cross-cultural attitudes
- Communicate effectively across cultures
- Effectively deal with employees from different cultures
- Help teams overcome cross-cultural and virtual barriers
- Promote acceptance and awareness in your organization to help create a multicultural environment
- Develop skills to help you recognize and take action to manage bias

## RECOMMENDED EMPLOYEE DIVERSITY AND INCLUSION TRAINING

### Objectives:

Help employees understand the importance and the impact of working in a diverse and inclusive environment.

### Four (4) one-hour training sessions on the following topics:

- Session 1: Microaggressions
- Session 2: Unconscious Bias/Diversity Awareness
- Session 3: How to Have Conversations about Race and Diversity in the Workplace
- Session 4: Race Related Conflict Resolution

Ten (10) one-hour facilitated discussions about diversity, equity, inclusion, and race

### Objectives:

- Gain working knowledge of primary and secondary dimensions of diversity and how they influence people's values, self-image, and expectations



- Address personal biases by understanding various types of bias, their sources, and strategies to overcome bias