

## Course duration

- 1 day

## Course Benefits

- Learn the difference between diversity and inclusion.
- Learn the organizational value of inclusion.
- Learn the value and need for executive buy-in and advocacy.
- Learn the reason to emphasize diversity training.
- Learn to combat diversity backlash.
- Learn how sponsorship programs enhance inclusion.
- Learn how to gage the effectiveness of any inclusion strategy.
- Learn to have more inclusive meetings.

## Course Outline

1. Diversity vs. Inclusion
  1. What is inclusion?
    1. Benefits
    2. Misconceptions
2. It Starts at the C-Suite
  1. Executive education
  2. Trust from above
  3. Goals communication
  4. Accountability for results
3. Incorporate Inclusivity into Diversity Training
  1. Diverse does not equal inclusive
  2. Harvard implicit bias study/test
  3. Evolving inclusive group awareness
4. Protect Against Diversity Backlash
  1. Avoiding tokenism
  2. Support underrepresented constituencies
  3. Encourage constructive conflict
5. Incorporate Sponsorship Strategies
6. Celebrate the Differences
  1. Recognize /respect religious activities
7. Hold More Effective Meetings
  1. Distribute meeting agenda prior
  2. Include necessary participants and attendees
  3. Vary meeting times for remote/time zone participants
8. Listen to Employees for Meaningful Actionable Feedback

1. Affinity groups
2. Surveys
3. Focus groups
4. Open management forums
5. Evaluate feedback, adjust programs toward goals, repeat.

## Class Materials

Each student will receive a comprehensive set of materials, including course notes and all the class examples.