

Dialog 7, Handout I

Best Practices Checklist

These practices have been compiled from observing and participating in the successful implementation of hundreds of inclusivity initiatives.

Do you have a workplace inclusivity strategic plan?

Do you have formal policies and procedures in place for promoting your inclusive work environment?

Do you have a workplace inclusivity/diversity advisory or steering committee?

Do you conduct structured group interviews for open management positions?

Do you have a formal, fully inclusive mentoring program?

Are you attempting to diversify your recruiting pool while maintaining high standards?

Are you conducting diversity training for managers, supervisors, and employees?

Have you completed sexual harassment prevention training for all of your employees?

Do you offer any courses in gender communications, problem-solving, and conflict management for diverse employees?

Have you developed an in-house diversity resource center complete with books, videos, newsletter, and other educational materials like multicultural calendars and made all of this available to your employees?

Are you acknowledging and celebrating the diversity within your staff ranks before attempting to value and manage your diversity (events, activities, etc.)?

What are you and your organization doing? What is working? Share your successes and what you learned from your failures. Seek credit for your organization or submit anonymously.

Above material adapted from: <http://www.diversitydtg.com/articles/bestprac.html>
