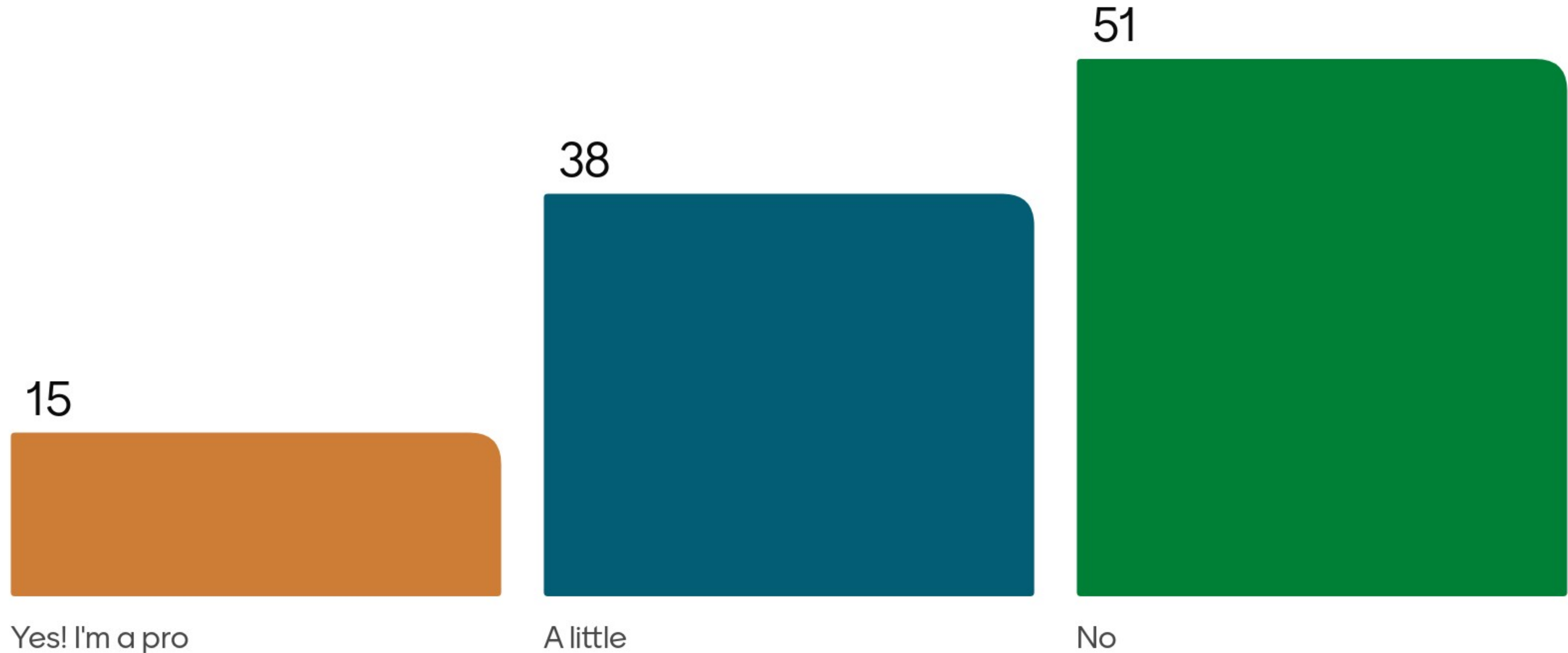


Instructions





Have you used Mentimeter before?



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Goal: Create more inclusive and equitable policies in the employee handbook.





Blockers: Why haven't we done this? What has stopped us?

Time

short staffed

takes time to rewrite the handbook

Time

Not enough time.

Time

Haven't know where to start

Time



Blockers: Why haven't we done this? What has stopped us?

People who are in charge

Staff capacity

Capacity

capacity

leadership doesnt think we need them.

Not a priority

limited resources

Status quo



Blockers: Why haven't we done this? What has stopped us?

Time it takes to change the handbook

knowledge

expertise

unsure where to start

board approval

capacity of leadership with other projects

Hasn't come up as something we could include.

no staff ownership



Blockers: Why haven't we done this? What has stopped us?

Short staffed

Staff

Money

We weren't a large enough organization didn't realize we were becoming so large!

time

Capacity

Short staffed

Disagreement on changes to make



Blockers: Why haven't we done this? What has stopped us?

Short staffed

DEI is not articulated enough in strategic plan.

Not a priority

Don't know how

Not a priority

Time

not experts

lacked staff and time

9



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Blockers: Why haven't we done this? What has stopped us?

Short staffed

Management

Structural barriers - too many layers of things to do in too little time

Not a priority

Understaffed/not having the bandwidth

HR team is overwhelmed and hasnt has time

Political agendas

lack of interest



Blockers: Why haven't we done this? What has stopped us?

Older framing or mindset about some social subjects

Time

Too busy to complete

not sure what to change

resource constraints

Our leadership looks backward vs forward

Lack of staffing resources to update handbook

Don't know what you don't know



Blockers: Why haven't we done this? What has stopped us?

Fear of status quo changes

No prior experience

We always did it that way.

Bureaucracy

Time

Unsure where to begin

comfortability

Bureaucracy



Blockers: Why haven't we done this? What has stopped us?

fear of change

leadership

Haven't know where to start

Effort

It's hard

Expertise

can't come to an agreement

Scared of change

9



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Blockers: Why haven't we done this? What has stopped us?

Very small staff

Sole owner

Fear of not being inclusive enough

Time frame, consistency in decision making

Difficult approval process

Administrative...

Good intentions go awry

Assumption that there is nothing wrong with our trails being inclusive.



Blockers: Why haven't we done this? What has stopped us?

not given authority to act

How do we do it without it being an empty promise?

not knowing where to start

no staff

capacity

Bureaucracy

the people in charge of doing this lack the resources (knowledge, exploration) to do this

"small nonprofit" mindset



Blockers: Why haven't we done this? What has stopped us?

lack of staff

all talk, no action from leadership

don't want to word it wrong

we're already doing "enough".

many regulations are set by state statute

Seems good enough until you need it for some things

Inertia

Not seated at the table yet.



Blockers: Why haven't we done this? What has stopped us?

Staff changes

It's the right thing to do.

employee attraction

address historical harms of our agencies

Gives a clear direction and expectations

job satisfaction

We would become more attractive to diverse candidates.

ask companies that have made a good change



Benefits: Why would we do this?

Staff retention

More welcoming environment

To make sure other staff feel welcome

Everyone wins

People matter! (staff, volunteers, vendors, guests, etc, etc, etc)

its the right thing to do for the community we serve

Long term changes to better culture

make people more comfortable



Benefits: Why would we do this?

Broader impact

Right thing to do

New employees may immediately feel more safe and welcome during onboarding

Retain more valuable employees

Diversity of thought

Helps with staff retention

will this mean i get a pay raise

Happier staff

1



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Benefits: *Why would we do this?*

Aligned goals

Important to customers
and staff wellbeing

More voices heard,
respected, and valued

more positive workplace
environment

Recruitment, Retention,

hire good staff

Mission accomplishment

Support staff

1



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Benefits: *Why would we do this?*

Sends an important message

Inclusive workplace

Political correctness

Insight into practices we are not aware of

create new culture

Gain more help/
volunteers

Retention

industry leadership

1



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Benefits: Why would we do this?

To have an organization that better reflects the community

Foster stronger relationships

Employee retention and satisfaction

Attract stronger candidates in the future.

improved customer service

Why not! Diversity leads to better ideas and support systems

Set the path for next time.

Saves us time, money, and culture in the long run.



Benefits: Why would we do this?

Better morale

ethical thing to do

Look more like the people we serve

Ease of understanding when HR isn't available to explain things

recruit better and more diverse applicants

improved client relations

To give all within the workforce stability and clear expectations.

Better for the organization



Benefits: Why would we do this?

Healthy, thriving staff community

More accurate representation of the state we serve

All staff will be more satisfied and more diverse staff will be more likely to stay

community responsibility

Better chance of success in our mission.

Right thing to do for our futures

Let's staff know we care and their perspectives are important.

Reduce barriers for the next "thing"



Benefits: Why would we do this?

Diverse perspectives and belonging are enjoyable and make the workplace enjoyable

To look like our constituency

Efficiency and efficacy increases when diversity staff

Existing employees might recruit known talent

helps people live through multiple phases of life at the same organization

Diversity of voices to strengthen results

Happy employees transfers to better service

Consistency



Benefits: *Why would we do this?*

community/public support

Start with one step

look for other organizations to get inspiration from

Ask colleagues for examples as a jumpstart

Hire an outside consultant that is committed to equity

Poll staff/volunteers to see what they need



Possibilities: How might we do this?

Survey other orgs doing it right

look at other examples

Diverse Task force

formal process improvement

Ask an organization who's work we admire how they started.

Collaboration with staff

Focus groups
brainstorming

Wrap it into a all staff outing



Possibilities: How might we do this?

Set clear goals

steering committee to help shoulder load

We're an all volunteer org so having a handbook in the first place would be the first step

Facilitator and dedicated time

Small, representative team

Work with Management to make the new rules

Write it into your strategic plan and share the goal

Do research on similar company's DEI statements, what is working for them or not



Possibilities: How might we do this?

Gather input and data from all levels of within your org including those you serve

Collaborate with staff and board members to write a draft, and allow everyone to share their feedback

Ask your employees for input.

Ask partner organizations who have tried to do this to share their process and results

Consultant support

Find a benchmark handbook from sister organizations if they have one.

Engage many voices

Find good examples and pull what works for you



Possibilities: How might we do this?

collaborating

External consultants

set time aside specifically for this.

Look at other organizations that have the policy down

Collaboration, coordinate with other departments

Include this as a priority in my personal goals for my position and utilizing the winter off season, ensure my position description includes this work

ask all staff

hire consultants with proven results



Possibilities: How might we do this?

Survey staff

actual dedicated group of people to help address policy change, perhaps outsourced

Hire professionals to help you

Inclusion of diverse end-users

have continual conversations around DEI

Making the project the priority, not a tangential aside

Push leadership to commit to seeing it through

Grassroots - get a group of employees to explore needs



Possibilities: How might we do this?

Don't just dream it make
sure to follow through

community/public
support

revise policies and
procedures

Abandon practices that
are not working.

Review committee

survey staff for what
needs aren't being met.

Having conversations with
leadership teams about the
importance of giving this
time/resources

Hiring a consultant, integrate
DEI goals into one or more of
the position descriptions for
staff



Actions: What action will we take? How do we measure success?

Set a schedule

Ask a listserv

appoint a lead/select a group in charge of making change

establish measurable deliverables

Create an outline

survey of similar organization

set weekly meeting with staff to discuss DEI

Find organizations with similar missions.



Actions: What action will we take? How do we measure success?

Put it on the calendar

deadlines + feedback

Having conversations with leadership teams about the importance of giving this time

set check ins

Once the new handbook is created, redistribute to all affected

Action: Create a diverse group of stakeholders and staff. Measure: number of diverse voices on the project

make a plan

Chat GPT



Actions: What action will we take? How do we measure success?

Create a work plan and goals

specific measurable objectives

invite expert to lead effort

create accountable committee and empower them

We have subgroups that focus on specific action items for our org so creating a new subgroup is an option

Deadlines

Survey staff for deficiencies

Make a list of groups to reach out to and divvy them up among staff. Set a goal for how many examples we want.



Actions: What action will we take? How do we measure success?

Get new members on our board from different communities

Share plan with people outside of planning group to give feedback

Survey staff, initiate contact with outside orgs, being compiling a list of potential facilitators, get a formal commitment from leadership .

simplify - look for policies that are unnecessary or over-complicated

Incorporate into routines that are already established

Build it into reasonable schedules Keep it transparent Report ALL the GOOD with the BAD

Measure success - when leadership is on board and employees are satisfied

Get buy in from leadership



Actions: What action will we take? How do we measure success?

Decide what kind of data we would need to measure success

telling people your goals so others know what's going on.

Outlines, goals, deadlines, assign tasks

Share success stories

Listen. See change on the ground.

include in individual performance measurement plans