

## BEING A LEADER

### Equality, diversity and inclusion



#### Equality, diversity and inclusion – Action planning

If you always have your team meeting on a Monday at 3.30pm, what happens to the team members who have responsibility for school pick-ups? If informal team treats are at the same time each week, the same people are excluded each time (part-timers, job shares, etc). It's more convenient for the system but takes no account of diversity and is therefore potentially less inclusive for the people involved. No malice is intended but no thought has been given. This is a small example of how some individuals become privileged over others – how inequality becomes part of a system.



If you are committed to promoting diversity and inclusion, then every decision you make and action you take needs to be run through this lens. It's difficult to take account of perspectives that are not your own so you need to be prepared to consult, asking for feedback as part of the process. Use the idea of 'try, review and adjust' to keep your culture as open and inclusive as possible.

Being aware of your biases won't necessarily change your biases. Taking action and designing equality into the structures of your work processes makes a difference. It is now well established by research studies that a diverse workforce makes for more resilient and high performing teams over time. On a pragmatic level, this is another reason why paying attention to this subject matters.

Imagine if you recruited your next team member 'blind', i.e. with no information about gender, age, able-bodied or otherwise, ethnicity, social status, etc. Who might you choose?

### ACTIVITY

#### List your key responsibilities as a manager

- Take each area of responsibility and describe how you take equality and diversity into account in this arena of your work. Leave blank the ones where this lens has not been used. Add as many areas of work activity as are relevant.

Area of responsibility	Diversity and Inclusion lens – how has this been accounted for?
Recruitment	
Allocation of tasks	
Staff well-being	

#### Choose one area and consider how you could improve it from the perspective of diversity and inclusion.

- Make a draft action plan. Include measures of success. Here's an action plan framework you may find helpful. Or you may have a framework you prefer to use.

What?	
Why?	
How?	
Who's involved?	
When? Delivery dates	
Resources: money, time, etc.	
Measures of success	
Review	

- Share your draft plan with relevant colleagues.
- Implement your plan.
- Review the results.



Complete the Reflection sheet