KAMLOOPS
IMMIGRANT SERVICES
TOGETHER WE'RE BETTER

THE WELCOMING WORKPLACE

INTEGRATING EQUITY, DIVERSITY, AND INCLUSION INTO WORKSPACES

WELCOME

This toolkit has been designed to provide the resources to discuss equity, diversity, and inclusion, what they mean and why they are necessary inside the work environment. This toolkit aims to dismantle stigmas, explain biases, and generate safe spaces for experiential learning opportunities for Indigenous, Black, and People of Colour (IBPOC) and non-IBPOC community members. The toolkit encourages creative engagement between all members of any given work environment, and hopefully, it will increase the representation of diverse role models. The resources used to create this toolkit have been carefully selected to try and help those interested in developing equitable learning environments that foster personal growth and improving relationships. The resources will be presented in a way that's accessible, entertaining, interactive, and non-threatening; they are not intended as a substitute for hiring an EDI consultant or to developing diversity, inclusion, and anti-racism policies, but rather as an introductory and inspiring way to get oriented to fundamental principles.

This toolkit is not intended to be a one-time training piece; anyone is not expected to become a professional on the topics shared after finishing the overall content.

LAND ACKNOWLEDGMENT

Kamloops Immigrant Services would like to acknowledge that the geographical scope of this toolkit was made within the ancestral, traditional, and unceded territory of the Secwepemc Nation, Nlaka'pamux Nation, and Syilx tmixʷ (Okanagan) Nation.

MODULE 5

INCLUSION –
THE KEY TO
DIVERSITY

INCLUSION

As you learn in the last module, diversity refers to the differences that are part of any given person or community. However, a diverse environment does not mean that it is inclusive. It is a common misconception that employees will immediately feel included when they enter a diverse space. What does inclusion look like, then? Inclusion is often seen as the practice of providing all the opportunities and resources to marginalized and often underrepresented groups with a sense of belonging.

A Harvard Business review states that developing, implementing and gathering data around workplace inclusivity is relatively tricky. **16** Not only can these topics be considered hard to explain and understand, but also it is hard to measure how "inclusive" any workplace is due to the subjectivity of the answer. A sense of community or belonging is a personal feeling that derives from the collective values and goals set by those in leadership positions.

Diversity is not a goal but an inclusive environment's outcome. Just hiring new diverse talent will not solve the lack of diversity in a company. Remember that once you have created reasonable and measurable goals and implemented open and safe communication channels, you will waste resources once you hire diverse talent. They leave because they don't feel included or welcomed. This is a crucial section; retention of diverse talent is the goal, and one innovative way to do this is through storytelling and collective bonding. Often, employees get introduced into a job environment, but some time passes, and they never truly get to know their co-workers. 13

"The key to employee retention is not about having the most diverse environment, but one that's inclusive and provides a sense of security." Harvard Business Review

TRENDING INCLUSIVE IDEAS

01   **Develop diversity briefings.**

Each month or each major holiday or cultural event occurs, have employees explain the importance of a given event. This helps with cultural and historical understanding and could also foster stronger interpersonal relationships.

02   **Happy Lunch Hour.**

Lunch hours can be a great space and time for staff to build a stronger sense of community. Board games, cultural games, video games, and storytelling circles are some examples of collective experiences.

03   **The privilege walk**

For larger groups or very diverse staff, the privilege walk is a great way to raise awareness of what privilege looks like and how others perceive it. **17**

04   **Build an optimal inclusion policy.**

This one might sound redundant, but ensuring you don't under-include members in essential meetings is a concern to always have in mind. But also, ensure you're not over-including staff in meetings and having them waste time while they could be doing their own tasks. The easiest way to ensure this is avoided as much as possible is to educate leaders and managers to assess the needs of each meeting and who is genuinely required to participate.

Did you know?

83% of millennials are actively engaged at work when they believe their organization's culture is inclusive. (Deloitte)

WANT TO LEARN MORE?

- [Harvard Implicit Association Tests](#)

- [The Diversity, Equity, and Inclusion Resource Guide by the Society for Human Resource Management](#)

- [Diversity, Equity, and Inclusion Resources by the United Nations](#)

- [Inclusive Design Toolkit by the University of Cambridge](#)

- [Equity, Diversity and Inclusion Toolkit by the Canadian Centre for Diversity and Inclusion](#)

- [The Gender-Based Analysis Plus (GBA+) by the Government of Canada](#)

SOME PODCASTS TO LISTEN

- <u>Diverse Minds by the Canadian Centre for Diversity and Inclusion</u>

- <u>All-In by the Brookfield Institute for Innovation + Entrepreneurship</u>

- <u>Mindful Inclusion by the Mental Health Commission of Canada</u>

- <u>Black Tea by The Onyx Initiative</u>

- <u>Unapologetically Asian by the Toronto Star</u>