# Checklist For Strategically Managing Workplace Diversity And Creating An Inclusive Culture

*The following list of questions and organizational practices have been identified as those most common among leading-edge organizations that have successfully manifested the valuing of diversity. May they provide you with a strategic path to success through a inclusive culture, a diverse workforce and stakeholders supportive of this important factor of success. Contact us for more information and strategies for your business enterprise.*

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## Answer these questions about your organization:

**__ 1) Is diversity linked to the strategic vision?**
Corporation acknowledges there is a direct link between diversity and the long-range strategic vision. Diversity management is a key corporate initiative and is interrelated to other key corporate initiatives. There is a *Diversity Business Case* that details the importance of diversity and inclusion to the organization in a qualitative and quantitative manner.

**__ 2) Do managers set the climate and cascade the commitment down?**
Senior executives, managers and supervisors are facilitators of change and diversity role models. They are held accountable for creating and maintaining a motivating work climate that taps the talents of employees and encourages cooperation and mutual respect among employees and residents. They visibly lead, inspire and engage.

**__ 3) Are employees supported through affinity and/or resource groups?**
The organization supports groups of employees drawn together by characteristics related to diversity. These groups have executive champions and adequate funding for their programs. Characteristics include and are not limited to ethnicity, gender, sexual orientation, generation, religious beliefs, disability status and military service.

**__ 4) Do systems, processes and procedures support diversity?**
Systems, processes and procedures provide equal access to information, education, skills development and resources; promote involvement in activities, strategic planning and decision making; and reward and recognize risk taking and performance excellence.

**__ 5) Are management staffing practices addressed and equitable?**
Recruitment, hiring, development, promotions, employee satisfaction as well as customer/guest satisfaction are constantly monitored. Systems, training and tools support these processes.

**__ 6) Is there a commitment to technical re-education and diversity skills development?**
Basic educational needs are met in order to enhance employee professional skills sets and performance parity among all employees. A diversity management skill set is developed and training efforts focus on development of this skill set. Diversity, inclusion and cultural competency are integral to workforce education beginning with new employee orientations onward.

**__ 7) Is awareness education an organizational priority?**
Education is seen as a fundamental, critical step in efforts to change the culture. The training and education of employees and residents continuously focus on skills and/or experiences that increase their awareness and education.

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