

Unconscious Bias, Equity & Inclusion: Promoting Diversity, Equity & Inclusion Fostering a Healthy & Productive Work Environment Virtual Workshop

Introduction:

In today's increasingly diverse workplaces, understanding and addressing unconscious bias is paramount to fostering an inclusive and equitable environment. Unconscious bias refers to the automatic, unintentional stereotypes or attitudes that influence our judgments and decisions, often without our awareness. This workshop aims to delve deeply into the complex dynamics of unconscious bias, its pervasive impact, and strategies to mitigate its effects, ultimately promoting diversity, equity, and inclusion within organizations.

Understanding Unconscious Bias, Equity & Inclusion:

Unconscious bias operates at a subconscious level, shaping our perceptions, attitudes, and behaviors towards others. It is ingrained in our upbringing, cultural background, experiences, and exposure to societal norms. While it is natural for individuals to categorize and make quick judgments based on limited information, these cognitive shortcuts can lead to biased decisions and behaviors. Unconscious bias can manifest in various forms, including:

- **Gender bias:** Preconceived notions about the abilities, characteristics, or roles of individuals based on their gender.
- **Racial bias:** Stereotypical beliefs or attitudes towards people of different racial or ethnic backgrounds.
- **Affinity bias:** Favoring individuals who share similar backgrounds, experiences, or interests, while overlooking or undervaluing those who are different.
- **Confirmation bias:** Seeking out information that confirms existing beliefs or stereotypes, while disregarding evidence that contradicts them.
- **Halo effect:** Allowing positive impressions of a person or group to influence judgments in unrelated areas.

Impact in the Workplace:

Unconscious bias can have far-reaching consequences in the workplace, affecting recruitment, hiring, promotion, performance evaluations, and decision-making processes. When left unchecked, bias can lead to:

- Unfair treatment and discrimination against certain individuals or groups.
- Limited opportunities for career advancement and professional growth.



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- Decreased morale, engagement, and job satisfaction among employees.
- Underrepresentation of diverse perspectives, hindering creativity, innovation, and problem-solving.
- Erosion of trust, collaboration, and teamwork within teams and across departments.

Recognizing and addressing unconscious bias is essential for creating an inclusive work environment where all employees feel valued, respected, and empowered to contribute their unique talents and perspectives.

Strategies for Mitigation:

Mitigating unconscious bias requires a multifaceted approach that involves raising awareness, providing education and training, implementing structured processes, and fostering an inclusive culture. Some effective strategies include:

- ***Awareness and self-reflection:*** Encouraging individuals to reflect on their own biases, assumptions, and stereotypes through self-assessment tools, facilitated discussions, and experiential exercises.
- ***Education and training:*** Offering workshops, seminars, and interactive sessions to increase understanding of unconscious bias, its impact, and strategies for mitigation. Training should be ongoing and accessible to all employees at every level of the organization.
- ***Structured decision-making processes:*** Implementing standardized procedures and objective criteria in recruitment, hiring, performance evaluations, and promotion decisions to minimize the influence of bias.
- ***Diverse representation:*** Actively seeking out and promoting diversity in hiring panels, decision-making committees, and leadership positions to ensure diverse perspectives are considered and valued.
- ***Inclusive leadership:*** Providing leadership development programs that emphasize inclusive leadership behaviors, such as active listening, empathy, openness to feedback, and willingness to challenge assumptions.
- ***Accountability and transparency:*** Establishing mechanisms for holding individuals and teams accountable for addressing bias and promoting diversity, equity, and inclusion goals. This may include setting clear objectives, tracking progress, and sharing data on diversity metrics.
- ***Continuous learning and improvement:*** Creating a culture of continuous learning and improvement where individuals are encouraged to seek feedback, learn from mistakes, and challenge their own biases and assumptions.

By adopting these strategies, organizations can create a more inclusive and equitable workplace where all employees can thrive and contribute to their fullest potential.



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Registration Information

Time: This is a 3.5 hour virtual workshop from 9am – 12:30pm.

Pricing: The per person fee for 1-2 participants is \$255.00; for 3 or more the fee is \$225.00 per person.

Other Information:

- The session will be delivered on the Zoom platform so all participants will work from their own workspace and use their own computer. Zoom has video capability but, if the participant's computer is not equipped with a camera, audio will also work.
- To register we will need the name of each participant and their email address.
- **Five (5) days before the date of the session we will send each participant an electronic copy of the course materials. Additionally, we will provide a link of a Meeting ID that when clicked on will allow the participant to enter the training room. Please have participants check their spam/junk folders starting 5 days before the session as often the invitation may end up in that folder- info will come from smalan@c-kg.com.** For those signing up less than 5 days prior, it will be no problem as we will immediately provide this information.
- Participants should enter the Zoom training room at least 15 minutes (8:45 AM) before the start time.
- The session will be limited to 25 participants to allow for, and ensure, maximum interaction, participation and engagement.

To register or for additional information either email, phone or complete the [online registration form](#).

Email/Phone: Ken Keller (kkeller@c-kg.com 847-331-9497) or Darryl Harris (darryl.ckg@gmail.com 630-730-4393) or Sue Malan (smalan@c-kg.com 630-495-0505)

Register online: [Complete form by clicking here](#). If you register online, a confirmation email will be sent to you with next steps and payment details. Please note we accept checks as a form of payment.

[To see a complete list of our current workshops click here.](#)

Customized onsite workshops are also available in person and virtually and are instructor led. Please contact us with any questions.