

DE&I TRAINING FOR YOUR WHOLE ORGANISATION



ODGERS BERNDTSON

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We have a broad range of workshops to make sure your organisation is as fair, meritocratic, and inclusive as possible. We look forward to working with you.

Sue Johnson

Sue Johnson
Managing Partner, I&D Consulting



Training For HR & Recruiting Managers



Training for HR & Recruiting Managers

Inclusive language and imagery

3 hours

Recognise the impact of language and imagery in the workplace

Participants will leave with:

- An understanding the 6 key principles of inclusive language and imagery, to ensure you are attracting (not repelling) potential talent and consumers
- An awareness of the impact of imagery.
- Tools to foster an inclusive environment.

Inclusive recruitment for HR

6 hours

Ensure inclusive recruitment practices

Complete the Odgers Inclusive Recruitment Diagnostic tool prior to the training, so all the content will be bespoke - to maximise impact and change on how to attract and retain diverse candidates.

Inclusive recruitment for hiring managers

2 hours

Ensure inclusive recruitment practices

Participants will leave with:

- An understanding of the techniques for inclusive recruitment as the key decision maker and the hiring manager.
- A firm grasp of the 6 key steps of the recruitment process, what is the hiring managers' responsibility, and challenges at each of these stages.
- An understanding of bias in recruitment - when it is more prevalent in decision making processes and how to mitigate it.
- Strategies to attract diverse candidates.

Training For Leaders



Training for Leaders

Storytelling - bringing DE&I to life

3 hours

Use storytelling to promote DE&I

Participants will leave with an understanding of

- The theory behind storytelling
- How to construct a great narrative
- How to make a difference at work
- The impact of stories
- Tools to foster an inclusive culture

Inclusion as a strategic business driver

2.5 hours

Leverage DE&I as a strategic business driver

Participants will leave with an understanding of:

- The strategic importance of DE&I
- The business case from an internal and external talent, innovation, consumer, and performance perspective
- How it all relates to your organisation.

Leading diverse teams

6 hours

Enhance leadership skills to effectively manage diverse teams

Participants will leave with an understanding of:

- An understanding of the benefits and challenges of working in diverse teams
- How to lead with the proven 6 inclusive leadership behaviours
- The strategies to leverage diversity for team success
- How to improve team dynamics

Training for Leaders

How to be an effective role model

2 hours

Develop skills to be an effective role model

Participants will leave with:

- An understanding of the importance of role models, how they impact on a potential or current employee's desire to stay in an organisation.
- Different approaches to role modelling, and how to build a network of role models

Inclusive Leadership everyday

2 hours

Promote everyday inclusive leadership

Participants will leave with:

- Practical ways to be an inclusive leader
- Understanding the role of inclusive leadership
- Tools to support diverse teams
- A personal advisory board to support leaders on their inclusive leadership journey

Cross generational working

3 hours

Enhance collaboration across generations

Participants will leave with:

- Techniques for cross-generational collaboration and working through covering:
- An understanding of the different types of communication styles used by different generations
- An appreciation of the stereotypes of different generations - and how to mitigate them

Training For All Employees



Training for All Employees

Busting unconscious bias

3 hours

Understand how bias impacts decision-making in business and about people

Participants will leave with:

- A clear understanding of what unconscious bias is and how it impacts our decision-making
- An awareness of the 5 main biases - affinity, recency, hierarchy, anchoring, and benevolence bias
- An understanding of the root of their biases and practical steps on how they can mitigate bias in themselves and others

NeuroInclusion

2 hours

Understand neurodiversity and how to create an inclusive environment for neurodiverse individuals

Participants will leave with:

- Strategies to support neurodiverse colleagues
- Increased awareness of the differing types of neurodiversity
- Tools to foster an inclusive workplace

Microaggressions & Affirmations

2 hours

Recognise and address microaggressions in the workplace

Participants will leave with:

- The ability to identify microaggressions and their impact in the workplace.
- Skills to address and mitigate microaggressions through a variety of methods
- An understanding of the impact of affirmations and their role in fostering an inclusive workplace for all

Training for All Employees

Introduction to D&I

2 hours

Understand the key Diversity Equity & Inclusion principles

Participants will leave with:

- Fundamental knowledge of DE&I concepts
- An understanding of their role in fostering an inclusive workplace
- A plan to start implementing DE&I practices

Everyday Allyship

2 hours

Promote everyday allyship to foster an inclusive culture

Participants will leave with an understanding of:

- Why we need allyship and privilege
- The 5 different allyship styles and how to identify which allyship style works best for them
- How to support colleagues

Living and breathing your organisation Values

2 hours

Remind employees of your values and their role

Participants will leave with

- Clarity on the core values of your organisation
- Practical actions they can take

Training for All Employees

Bullying and Harassment training

2 hours

Ensuring as an employer you are taking all reasonable steps to ensure a workplace free from bullying and harassment

- Understand the role of line managers in creating a working environment free from bullying and harassment
- Understand the law on harassment, including employers' and individual liability
- Discuss the preventative steps to deter bullying and harassment
- Understand the importance of creating an inclusive environment where everyone feels safe to report, and the process for dealing with, complaints of bullying or harassment, effectively and sensitively

(Both line manager and employee modules available)

Training For Factory & Shop Floor Workers



Training for Factory & Shop Floor Workers

Women in Operations workshop

6 hours

Address the challenges faced by women in operations

Participants will leave with:

- Strategies to support women develop and thrive in operations
- An understanding of how to create a psychologically safe environment
- An awareness of gender-specific challenges
- Tools to foster an inclusive environment

Defining the redline - humour or harassment

3 hours

Differentiate between humour and harassment in the workplace

Participants will leave with an understanding of:

- Acceptable workplace behaviour
- What is the red line between humour and harassment for you and your colleagues
- How to adapt the humour for everyone
- What to do, say and act when you feel the line is crossed

Managing women's career cycle

2 hours

Support women through different stages of their career

Participants will leave with an understanding of:

- Strategies to manage career transitions and how to navigate the corporate career ladder
- Imposter syndrome, finding role models, and how to network with purpose
- Awareness of gender-specific career challenges
- Tools to support career development

Next Steps

If you would like to find out more about any of these workshops or tailor your own bespoke training, please email me at Sue.johnson@odgersberndtson.com

*Diversity is being invited to the party;
inclusion is being asked to dance*

Verna Myers



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