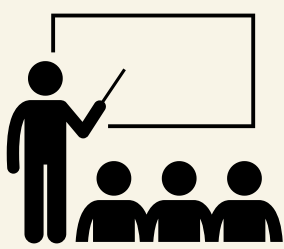


RESOURCE FOR GC MANAGERS

Creating an inclusive workspace



Complete trainings on implicit bias and microaggressions



Evaluate your work environment for inclusivity and accessibility



Encourage open discussions about employee concerns (i.e. microaggressions) and identify whether the employee would like you to listen or take action



Practice and promote empathy in the workplace by considering others and verbalizing your thoughts

Visible Commitment



Humility



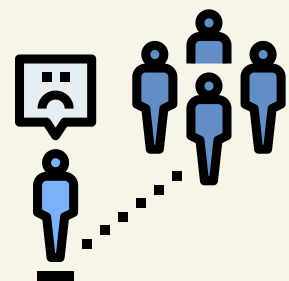
Awareness of Bias



Rely on minority colleagues to educate others



Limit DEI efforts to single trainings/events, but rather incorporate efforts throughout all practices



Single out individuals from minority groups to ask intrusive questions about their background or personal experiences



Assume a "one size fits all" training and management model for your unique team

A TIMELINE

CONSIDERING DEI IN THE WORKPLACE

ADVERTISING A POSITION

1

Utilize inclusive language in your job description and thoughtful advertising to expand and diversify the pool of applicants.



2

DURING THE INTERVIEW

Educate interviewers on the benefits of a diverse team

Add structure to the interview process and use purposeful, standardized questions

ORIENTATION

3

Consider creating a checklist to ensure a good start to an inclusive workspace and relationships (see next page)



4

RETENTION

Ensure equitable access to opportunities

Implement a transparent merit review and promotion process

Establish measurable DEI goals and create a transparent plan of action

Curiosity About
Others



Cultural
Intelligence



Effective
Collaboration

SAMPLE DEI CHECKLIST FOR NEW EMPLOYEE ORIENTATION

Adapted from the Stanford DEI Rotation
Supplement



Ask the employee's correct pronouns and preferred name

MY PRONOUNS ARE



Explain how the employee can receive accommodations for disabilities



Try to accommodate any important holidays, celebrations or practices



Tailor feedback and difficult conversations to the employee's preferred communication style



Offer the employee the option of talking with other people if they feel uncomfortable discussing concerns with their assigned supervisor



Assess the employee's desire for receiving mentoring on topics of their interest



Discuss client populations and how to approach cultural differences and develop cultural humility



Please add your own!

RESOURCE PAGE

Articles, blog posts, websites

- **Web Articles and Posts**

- [**HBR: Why Inclusive Leaders Are Good for Organizations and How to Become One**](#)
- [**Improving Workplace Culture Through Evidence-Based Diversity, Equity and Inclusion Practices**](#)
- [**Stanford GC Rotation Supplement**](#)
- [**UMB Addressing Race in the Workplace: Advancing Diversity, Equity, and Inclusion**](#)
- [10 Inclusive Behaviors](#)
- [Emory DEI Resources](#)
- [Empathy Is The Most Important Leadership Skill According to Research](#)
- [Five Ways to Become a More Inclusive Leader](#)
- [HBR: The Key To Inclusive Leadership](#)
- [How Does Implicit Bias Influence Behavior?](#)
- [NSGC DEI Resources](#)
- [The Six Signature Traits of Inclusive Leadership](#)

- **Journal Articles**

- [**A Diversity Mindset Perspective on Inclusive Leadership**](#)
- [**Inclusive Leadership in Thought and Action: A Thematic Analysis**](#)
- [**Strategies to improve equity in faculty hiring**](#)
- [Conscripted curriculum: The experiences of minority genetic counseling students](#)
- [Examining clinical training through a bicultural lens: Experiences of genetic counseling students who identify with a racial or ethnic minority group](#)
- [No One Size Fits All: A Qualitative Study of Clerkship Medical Students' Perceptions of Ideal Supervisor Responses to Microaggressions](#)
- [Reconsidering Systems-Based Practice: Advancing Structural Competency, Health Equity, and Social Responsibility in Graduate Medical Education](#)
- [Supporting a sense of inclusion and belonging for genetic counseling students who identify as racial or ethnic minorities](#)

Books

- Belonging At Work: Everyday Actions You Can Take to Cultivate an Inclusive Organization by Rhodes Perry, MPA
- Blindspot: Hidden Biases of Good People by Mahzarin R. Banaji
- Dare to Lead: Brave Work. Tough Conversations. Whole Hearts. by Brené Brown
- How to Be an Inclusive Leader: Your Role in Creating Cultures of Belonging Where Everyone Can Thrive by Jennifer Brown
- Inclusive Leadership by Charlotte Sweeney and Fleur Bothwick
- Inclusive Leadership: From Awareness to Action by Ernest Gundling

Videos, webinars, podcasts

- **Webinars**

- [Emory Bystander Intervention training](#)
- [NSGC webinar - Beyond the Binary: Gender Diversity in Genetic Counseling](#)

- **Videos**

- [From the Inside Out: Diversity, Inclusion & Belonging](#)
- [Purpose in Business - the Era of Inclusive Leadership](#)

- **Podcasts**

- Dare to Lead
- Diverse and Inclusive Leaders
- The Way We Lead