

Simple Deeds that Promote Diversity and Inclusion

- Including Diversity and Inclusion as standing items on meeting agendas
- Participating in the *Annenberg Speakers Bureau*
- Recruiting others into the *Annenberg Speakers Bureau*
- Promoting participation in the *DOI Student Ambassadors Program*
- Sharing information about the Implicit Association Test
- Sending thank you notes to employees who model inclusive behaviors
- Recognizing managers and supervisors who champion diversity and inclusion
- Sharing interesting diversity and inclusion stories and articles
- Sharing personal diversity and inclusion learning experiences
- Responding to misconceptions about diversity and inclusion
- Tactfully challenging stereotypic comments and assumptions
- Promoting opportunities to participate in diversity training and events
- Soliciting inclusive workplace ideas from employees at all levels
- Spending time (e.g., lunch, breaks) with people who are different than you
- Increasing awareness of diversity and inclusion as mission critical imperatives
- Collaborating with leadership and HR and EEO on inclusive workplace strategies
- Providing leadership with diversity & inclusion information to share at meetings
- Providing and supporting diversity training, in conjunction with EEO and HR staff
- Collaborating with EEO and HR professionals on implementation of diversity plan
- Non-judgmentally engaging colleagues in discussions about diversity & inclusion
- Tactfully challenge “us vs. them” comments and complaints about other groups