



Do's & Don'ts of Diversity

Do	Don't
Emphasize inclusion	Treat diversity as an internal "HR issue"
Survey employees for feedback on diversity and inclusion	Neglect any employee group
Use benchmarks	Overlook senior leadership and board representation as areas that need improvement
Make it a team effort	Create set-and-forget policies
Promote peer-peer recognition	Rely on top-down edicts
Mind the generation gap	Try a one-size-fits-all solution
Make the most of 1-on-1s	Forget the manager's role
Be aware of your own position of privilege. Most people immediately jump to race but this is mostly as cultural and socio-economic issue.	Consider diversity as an issue, problem, or burden
Create, promote, and encourage multicultural, identity awareness programming and activities.	Limit diversity and inclusion programming to the 5 F's: Food, Festivals, Flags, Famous People, and Fashion. Try to dig deeper to dispel prejudice and stereotypes and to promote awareness and change. Listening Sessions and open dialogues can be great.
Aspire toward equity - treat all the way they perceive as decent and respectful.	Expect the one who add "diversity" to represent the opinions and views of everyone who identifies as they do.
Learn the correct pronunciations of names; stripping someone of their identity by renaming them is saying you are not important enough for me to invest my time or energy.	Forget that others may be brand new at experiencing diversity. Show some empathy while you empower.
Ask questions and do research to learn communication/lifestyles.	Judge others based on your own understanding/upbringing.
Take advantage of diversity and inclusion experiences.	Limit diversity and inclusion programming to that population alone. All should be encouraged to participate.



Promote inclusivity, awareness, and understanding with words, actions, and beliefs.	Be intimidated by what you do not know. Be very mindful of hurtful stereotypes.
Consider diversity as a responsibility as well as an opportunity.	Assume that culture and identity will not play a role in how you can effectively build relationships and interact with them.
Understand diversity is not easy; it's hard work; segregation and separation has caused us to live in bubbles; diversity burst that bubble and can be quite refreshing and rewarding!	Assume that people who identify the same. They don't.