Gender Inclusion and Diversity Roadmap

People Leader

Name

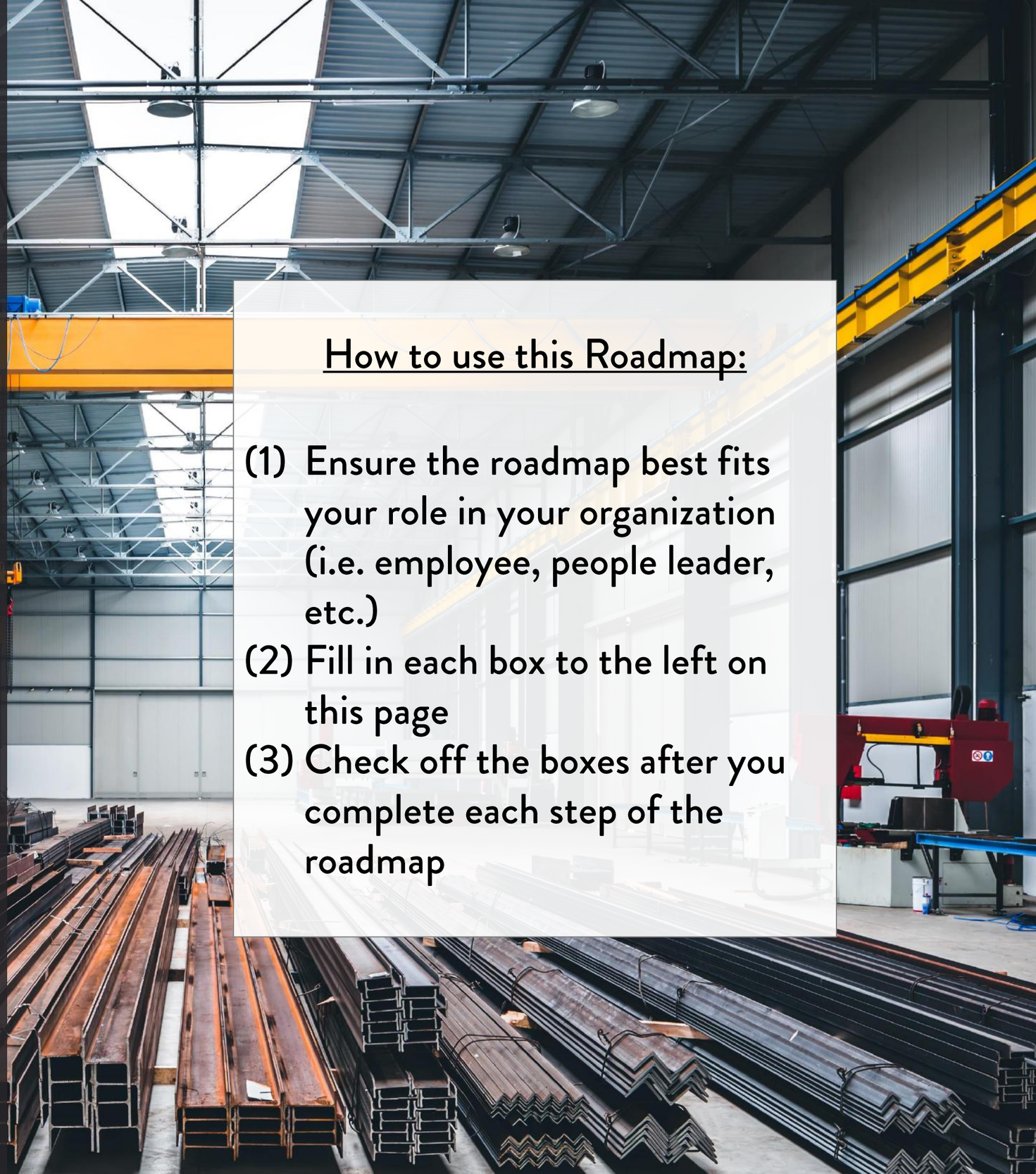
Company Name

Position

How I currently contribute to creating an inclusive and inviting workplace for everyone

How I plan on making our workplace **even more** inclusive and inviting

CM & E



<u>How to use this Roadmap:</u>

(1) Ensure the roadmap best fits your role in your organization (i.e. employee, people leader, etc.)

(2) Fill in each box to the left on this page

(3) Check off the boxes after you complete each step of the roadmap

PEOPLE LEADER ROADMAP

CM&E

1

Respect in the Workplace Certification

DESCRIPTION

1. Learn about how to make your workplace welcoming for everyone
2. Receive your certification, and you'll be on your way to becoming an inclusion and diversity champion!

OBJECTIVES

- Understand how to create an inclusive workplace environment
- Understand what is appropriate workplace behaviour
- Learn ways to prevent and respond to negative workplace behaviour

DIRECTIONS

- Follow the link provided on the CME website
- If no link is provided, please contact your executive team for further information

WHO YOU ARE

- People manager
- Team Leader
- Looking to drive organizational change

2

"Starting the Conversation" Workshop

DESCRIPTION

1. Ensure that you and your team participate in your organization's kick-off workshop to learn about how you and others can benefit from an inclusive workplace

OBJECTIVES

- Understand why inclusion and diversity is important for you and your organization
- Initiate inclusion and diversity conversations with your team

DIRECTIONS

- Attend the workshop with your team at your organization
- If your organization isn't hosting a session, get access to the full version on the CME website and walk your team through it

3

Talent Management Guide

DESCRIPTION

1. Review the talent management guide
2. Consider which steps you can take to improve your attraction and retention in your team

OBJECTIVES

- Learn about how you can make your workplace more inclusive through your attraction, recruitment, and retention policies and practices

DIRECTIONS

- Access the Talent Management Guide on the CME website

4

Leader Guidebook for Men

DESCRIPTION

1. Read and review this guidebook
2. Take action so you can role model inclusive behaviours in your organization. As a leader, people will follow your lead

OBJECTIVES

- Gain an understanding of how to model inclusive behaviour for employees
- Learn to be a champion for gender inclusivity
- Understand what actions you can take to support female colleagues at work

DIRECTIONS

- Access the Leader Guidebook for Men on the CME website

5

10 Steps to Create an Inclusive Workplace

DESCRIPTION

1. Review the 10 steps you can personally take to create an inclusive workplace
2. Take action on those steps.
3. Send these steps out to your team

OBJECTIVES

- Have a clear understanding of specific actions you can take to build an inclusive workplace
- Begin taking those actions
- Get your team on board to do the same

DIRECTIONS

- Access this document on the CME website, send the link out to your team, and look for a poster of the 10 steps in your workplace

WHO YOU ARE

- A Champion
- An Advocate
- An Ally

6

Facilitated Discussions

DESCRIPTION

1. Ensure that you and your team participate in your organization's discussions about how to improve your workplace

OBJECTIVES

- Listen to and understand others' experiences and views
- Give ideas on how your organization can make your workplace more inclusive, based on yours and your colleagues' experiences

DIRECTIONS

- Attend your organization's inclusion and diversity meetings