

# How to Use the Inclusive Workplace Competencies in Diversity and Inclusion Training

## What are the Inclusive Workplace Competencies?

TRIEC's Inclusive Workplace Competencies define the knowledge, skills and behaviours that are needed to create an inclusive workplace. One of the most popular uses of the model is to develop and enhance diversity, equity and inclusion training programs.

Organizations around the world are already using the Competencies to create effective diversity and inclusion programs. Here are four ways that you can use them in your organization.

### As a Framework and Roadmap for Programs



- ▶ Identify the behaviours that you want to see in your workplace and decide the level of responsibility at different job roles.
- ▶ Review your existing training programs or learning framework to ensure you haven't missed any critical skillsets. For example, many organizations focus on developing skillsets around managing or working in a diverse team, but miss the individual development and larger organizational systems and processes.

### To Structure Your Training



- ▶ The Competencies focus on diversity and inclusion skills for three main categories: the individual, team and organization.
- ▶ You can use these categories to set up training for various levels of your organization. In a multi-module and sequential learning program, you can progress from individual through team to the organizational sphere of influence.

### To Design Learning Objectives



- ▶ You can use the described behaviours outlined in the Competencies to write learning objectives for your program.
- ▶ For example, managers will be able to use a variety of strategies to develop trust amongst the team (Within My Team category); learners will be able to recognize their biases and how they impact their behavior (Within Myself category).

### To Develop Content



- ▶ You can leverage the entire Competency model to create checklists and assessments based on the described behaviours.
- ▶ You can also create training scenarios based on the examples by describing how a specific competency would be demonstrated in the workplace.