

Overall Goal

To provide managers with the knowledge and personal awareness that is necessary to manage teams within a diverse environment.

Objectives

By the end of the session participants should:

- Fully understand the principles of equality and diversity and their role in dealing with staff
- Recognise and be able to articulate the positive outcomes that flow from implementing an equality and diversity agenda;
- Understand the affects of discrimination and have an increased awareness of personal prejudices and stereotypes;
- State their legal; corporate and personal responsibilities in the area of Equality and Diversity;
- Have an understanding of Diversity management principles;
- Have identified their own leadership style and personal strengths and areas for improvement in terms of Equality and Diversity;
- Have begun to develop a personal action plan.. action plan to utilise Equality and Diversity in their day to day tasks.

Example Programme

<i>TIME</i>	<i>TOPIC</i>	<i>METHOD</i>	<i>RESOURCE</i>
09.30	Welcome & Introductions Aims and Objectives	Talk	Flipchart
09.50	What does Equal Opportunities & Diversity Mean? How do they relate?	Small groups	Flipchart
10.15	Added Value of Good Equality & Diversity Practice	Discussion	Flipchart
10.35	'How Aware Are You?' – Quiz	Quiz	Handout
10.45	Process of Discrimination – Prejudice, Stereotype & Discrimination.	Discussion	Flipchart
11.15	BREAK		
11.30	Legislation (Legal Rights & responsibilities) Race Relations Act 1976 Sex Discrimination Act 1975 Disability Discrimination Act 1995 Race Relations (Amendment) Act 2000 Human Rights Act 1998 Harassment & Bullying	Discussion Case Studies	Handout
12.30	LUNCH		
13.30	Managing Diversity – Principles & Definitions Traditional & Diversity management	Discussion	Handout Flipchart
14.00	Managing Diversity Exercise	Small Groups Case Study	Handout
14.30	Leadership Style – Identification & Exercise	Small Groups	Handout
15.00	BREAK		
15.15	Action Planning Exercise	Small Groups	Handout
15.45	Making It Real	Small Groups Discussion	
16.15	Review of day	Individual Discussion	Flipchart
16.30	Close	Reactionnaires	