

A Manager's Guide to Building Teams Inclusively

GoSkills online course syllabus

Skill level

Beginner

Lessons

16

Pre-requisites

No prior experience needed

Video duration

46m

Estimated study time

46m 22s

Instructor

Lia Garvin

Introduction

1 Importance of inclusion

Everyone Has a Role

2 Your role as a manager

They say people don't leave jobs, they leave managers - and when it comes to making people feel included, managers play a critical role.

3 Roles of team members

Everything can't always be left up to managers, meaning it falls on everyone to make sure team members feel included.

4 Inclusion as a team value

Values are our north stars, and establishing inclusion as a team value works to set the tone around the culture you want to create.

Starting with Access

5 Access to information

There is nothing more powerful for driving a sense of inclusion than being in the know.

6 Being a part of decisions

Ensuring all team members are meaningful parts of the decision making process is critical for ensuring team members feel like they belong.

7 Sharing the spotlight

How you communicate and what you respond to is a huge factor in determining who feels included and excluded.

Encouraging Risk-Taking

- 8 **Make it safe**
Psychological safety - making it safe to take risks and be vulnerable with your team - is critical for fostering inclusion.
- 9 **Ditch the double standard**
The higher the risk, the higher reward; but not everyone has the same comfort around taking risks.
- 10 **Advocate for inclusion**
In the workplace, there are more events and conversations that can advance someone's career than what might reflect on the surface.

Feeling Rewarded for Hard Work

- 11 **Understanding appreciation**
While many tend to focus on pay, there are other ways you can show appreciation for someone's work, ensuring that your colleagues and team feel recognized.
- 12 **Recognizing all work**
Many teams have higher visibility and lower visibility work, and it's not often rewarded and recognized in the same ways.
- 13 **Distributing work equitably**
Recognizing and redistributing the invisible work that happens on a team, and ensuring all team members have access to high impact work is critical for driving a sense of inclusion.

Unlocking Full Potential

- 14 **Belonging cues**
The goal of inclusion is to ensure each of your team members feels as though they belong.
- 15 **Connecting to purpose**
A team with a shared purpose is a team that is inspired to work together inclusively.

Conclusion

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Get started

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