

☰ Starter Stack

Operationalizing Equity

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Equity Lens Questions

Consider how to advance equity and inclusion in your decisions and actions

What it is

Consider equity and inclusion in your decisions and actions by asking yourself or your team the following questions

Use cases

Include different personalities and ways of communicating

Make conversations more balanced and less dominated by the loudest voice in the room

Avoid defaulting to the most senior person's opinion

Put it into practice



Types

Check in

To begin: What has your attention as we start this meeting?

Agenda

Share topics to discuss during the meeting

Creativity

Silently write down ideas, then share one person at a time

Questions

What questions do you have to clarify your understanding?

Reaction

Share your feedback: What works? What would you change ?

Closing

To end: What are you taking away from this meeting?

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Intent vs. Impact

Focus on the impact of your actions, not on you or your good intentions

What it is

Separating what we intended from how our actions impacted the other person.

Use cases

Avoid being defensive or dismissive

Validate other people's feelings

Develop empathy for other people's experiences

Put it into practice

Make others aware

Observation

"I noticed that you..."

Interpretation

"I interpreted this as..."

Impact

"I felt hurt / frustrated / dismissed..."

Request

"In the future, I'd appreciate it if you..."

Take responsibility

Gratitude

"Thank you"

Repeat and clarify

"What I heard you say was..."

Empathize

"I can see why that made you feel..."

Commit

"In the future, I will..."

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Bias Mitigation Pause

Mitigate and block implicit bias triggers in order to be more fair and inclusive

What it is

Identify when you're in a situation where bias can show up and take steps to interrupt your implicit bias

Use cases

Recognize when you're most susceptible to bias

Interrupt bias before it impacts your behavior

Take action more informed by data than by assumption

Put it into practice

Bias happens when

We are rushed

Sense of urgency and quick decisions

We are stressed

High stakes and external pressure

We have incomplete info

Limited data and one-sided narratives

We are in unfamiliar territory

New project, people, or environment

Bias blockers

Slow yourself down

Use a process that helps you be proactive instead of reactive

Take a breath

Calm your nerves, recall your values

Gather more data

Get more info and perspectives, especially from diverse sources

Get curious

Ask yourself what you can learn and seek to understand

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Micro *Affirmations*

Small acts that make teammates feel supported and included

What it is

Actions that demonstrate care and help teammates face challenging moments

Use cases

Make others feel that you are invested in their success

Help others feel that they belong, especially in difficult circumstances

Strengthen personal bonds and cultivate trust

Put it into practice

Be welcoming: “I’m glad to see you”

Be silent together when the person is filled with emotion

Encourage the person to speak up and ask questions

Be present: “I have the time”

Sit facing each other and maintain eye contact

Show vulnerability “I don’t want to make a mistake in the way I phrase this. Please let me know if I am.”

Credit: Neuroleadership Institute, Mary Rowe, PhD

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Take Space / Make Space

Balanced and inclusive conversations

What it is

A mindset and practice to create space to hear all voices equally

Use cases

Minimize the influence of overly dominant voices

Make it easier for quieter personalities to participate

Challenge the default ways of communicating within a team

Put it into practice

If you are someone who normally takes up more space by speaking a lot, sit back and make space for others.

- Pause and count to three
- Only speak if you have something new to add
- W.A.I.T. – Why am I talking?

If you are someone who normally makes space by staying quiet, invite yourself to speak up.

- Ask to pause if you need more time
- Remember that your perspective is valuable