

# A CHECKLIST FOR INCLUSIVE LEADERS



## BE ACCOUNTABLE

- Call out bias. "If you see something, say something."
- Challenge succession plans and slates that do not reflect multiple dimensions of diversity.
- Know the diversity vision of your organization and its connection to business objectives.

## KNOW AND GROW TALENT

- Provide your support to an Employee Resource Group.
- Mentor someone with a different background than you.
- Give additional support to employees in stretch assignments.
- Provide regular, constructive, informal feedback.
- Allow for more autonomy and decision making at lower levels.
- Ask questions to explore proposed ideas rather than dismissing them.

## OPEN DOORS

- Advocate for someone who isn't represented at the leadership table.
- Partner with talent acquisition to build diverse slates.
- Support and hire from professional diversity organizations and universities.
- Share your talent across the enterprise.

## LEAD BY EXAMPLE

- Share what diversity means to you and your personal pledge.
- Learn about different cultures and backgrounds.
- Take time to connect with employees and solicit feedback.
- Honor scheduled one-on-one meetings.
- Say "thank you" and recognize good work.

