

# Improving DEI Professional Development Events (PDEs)

## CHECKLIST OF RECOMMENDATIONS

### Session Administration

#### 1. GENERAL PRINCIPLES

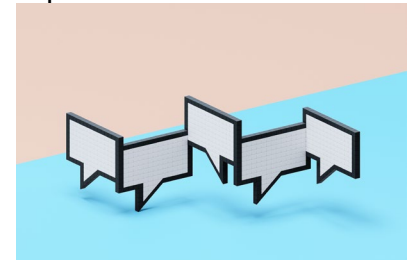
- Integrate training that develops specific levels of awareness of
  - systemic issues such as whiteness, racism, power differentials, and microaggressions;
  - experiences by specific groups
- Address intersectionality and intersectional identities
- Address the "us versus them" mentality
- Be sensitive to and address external, contextual, or current events in the training, such as political events, news, social and cultural happenings, and legislative developments
- Make PDEs practical and make sure that participants leave with concrete take-aways

#### 2. ADVANCE COMMUNICATION WITH ATTENDEES

- Communicate intended outcomes in advance
- Provide training material in advance
- Solicit questions from the audience in advance anonymously
- Psychologically prepare participants that conversations will be uncomfortable
- Take a differential approach to session design and delivery based on different levels of knowledge, awareness, and preparedness of participants - try to gauge this beforehand
- For the most effective reflection, provide prompts so that participants are equipped to speak on these matters

#### 3. COMMUNICATION AND DYNAMICS DURING SESSION

- Acceptance - try to understand different ways of thinking and expression instead of prescribing "right" ways of approaching DEI issues; expose participants to alternative ways of thinking
- Relatability - design engagements and exercises that allow participants to relate to DEI issues from the standpoint of their own life experiences



#### 4. SPECIFIC ENGAGEMENT TECHNIQUES

- Cultural knowledge and sensitivity - approach sessions with the understanding of specific cultural backgrounds
- Marathon, not a sprint - devote a significant amount of time to the topic instead of holding one-shot brief sessions, with the related emphasis on repetition, reinforcement, and scalability
- Variety - combine multiple pedagogical techniques, e.g. recommended readings provided in advance; lectures; videos; individual and group reflections sessions; balance of formal and informal engagements; balance of interactive and instructive content; relevant activities and concepts; role-playing; small group discussions; kinetic exercises
- Power of personal narratives - use narrative techniques and storytelling as personal stories are a way to reach and engage people on an emotional level

# Event Organization

## FACILITATORS

- Invite individuals with firsthand experience in DEI in their personal and professional lives as facilitators and presenters; also include them in sessions as participants
- Invite experts from outside of LIS who specialize in DEI training
- In PDEs related to race and racism, invite facilitators who are skilled at leading uncomfortable conversations instead of keeping the white majority in their comfort zone
- Ensure that facilitators have a good deal of experiential and expert reflection on DEI and on their role as facilitators and are able to intervene effectively if the situation escalates or becomes harmful to some participants
- Ensure fair compensation to BIPOC facilitators who are often not only asked to participate and lead but also overextended by requests for PDEs facilitation

**Be intentional in developing networking opportunities.**



## SAFE (AND BRAVE) SPACES

- Ensure safe spaces through codes of conduct and other measures for BIPOC and other minoritized participants in order to allow them to
  - Leave threatening conversations as needed
  - Have a chance to discuss issues of relevance and concern in a safe environment
  - Have the opportunity to get centered and build rapport

**Integrate mindfulness sessions into PDEs**

## POLICY RELATED SUGGESTIONS

1. Make more DEI-related PDEs mandatory, not optional
2. Be acutely aware that BIPOC and other minoritized colleagues shoulder the burden of and responsibility for DEI training facilitation and factor this in decision-making
3. Hold managers and leaders accountable for ensuring DEI training opportunities and their effectiveness

## ACCESSIBILITY FOR PARTICIPANTS

1. Use accessible materials for people with low vision
2. Use a microphone
3. Ask whether people have dietary restrictions