

# Inclusiveness Committee Co-chair Cohort Meeting

Flip Chart Notes  
November 1, 2012

RECRUITING & EMPOWERING COMMITTEE MEMBERS	STAYING MOTIVATED & ENERGIZED
<ul style="list-style-type: none"> <li>• need to communicate specific impact/value for members, Co-chair must be able to communicate the value of the day-to-day work as well as the longer-term goals</li> <li>• know what people's interests and strengths are and utilize them on the committee</li> <li>• know the projects/roles and be able to prepare people for them, delegate and set up processes for progress and accountability</li> <li>• offer ways to be involved without being on the committee, i.e. task group or subcommittee to work on a specific aspect of the work</li> <li>• Intercultural Development Inventory (IDI)</li> <li>• always go back to your Inclusiveness Mission Statement or Statement of Principle</li> <li>• integrate the practices of the learning-centered organization</li> <li>• train people new to the committee, give them background and information specific to their role, document the process to create organizational memory, ensure it 'lives' somewhere and isn't lost</li> <li>• be sure to keep leadership on board and</li> </ul>	<ul style="list-style-type: none"> <li>• rotate committee members and Co-chairs, provide mentorship for new Co-chairs</li> <li>• break into smaller work groups</li> <li>• set goals, revise goals</li> <li>• set goals related to inclusiveness on other committees</li> <li>• leadership</li> <li>• meet regularly</li> <li>• talking with staff one-on-one</li> <li>• check-ins</li> <li>• celebrate successes</li> <li>• practice self-care</li> <li>• balance between normal work load and work on the committee</li> <li>• connect with the community/participants</li> <li>• learn about the background of participants</li> <li>• share backgrounds/get to know each other</li> <li>• food, fun</li> </ul>

<p>speaking to the importance of the work</p> <ul style="list-style-type: none"> <li>• celebrate success, make it fun!</li> </ul>	
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<b>MOVING THROUGH CHALLENGES WITH GRACE</b>	<b>COMMUNICATING INCLUSIVENESS WORK</b>
<ul style="list-style-type: none"> <li>• acknowledge the process</li> <li>• flexibility</li> <li>• patience</li> <li>• dialogue (open communication)</li> <li>• safe space</li> <li>• listening</li> <li>• bridge relationships</li> <li>• ground rules</li> <li>• prevention, anticipation, lay a foundation before going into a particular situation</li> </ul>	<ul style="list-style-type: none"> <li>• Bridge Groups to debrief, or deepen the learning after trainings, topic-related, focused on a reading</li> <li>• anonymous survey to gather input, ideas, comments, concerns</li> <li>• exit evaluations to gather feedback during staff turnover</li> <li>• allow for organic conversations</li> </ul>

<b>PASSING THE BATON</b>
<ul style="list-style-type: none"> <li>• intentional and transparent transition</li> <li>• staggered Co-chairs</li> <li>• see it as an opportunity for staff leadership and professional development</li> <li>• opportunity to learn more and be more connected to organization</li> <li>• subcommittees as additional opportunities for leadership</li> </ul>