# Diversity: Managing Diversity in the Workplace

**Maximum Participants: 16**          **Duration: One Day**          **Timings: 09:30 – 16:30**

## Suitable for

Managers, trustees and others responsible for managing and promoting diversity within their organisation and/or workplace and who have **already attended** 'Valuing Diversity' training.

## Aim

To provide managers/those responsible for policy with knowledge and skills for reaching beyond differences and valuing diversity of all kinds. You will consider implications of diversity legislation for your organisation, policies, procedures and practices.

## Learning Outcomes

By the end of the course, you will be able to:

- ☑ Define Valuing Diversity and Equal Opportunities
- ☑ List the main Equalities-related legislation and outline how these relate to the workplace and service-provision
- ☑ Clarify their organisation's commitment to promoting diversity in the workplace
- ☑ Review and discuss your organisation's current policies and procedures and identify areas for further development

- ☑ Identify key challenges to promoting diversity and strategies to overcome them
- ☑ Complete a Diversity/Accessibility Audit and identify areas for potential development

You will also leave the course with:

- ☑ A sense of achievement
- ☑ A toolkit of techniques and practical ideas for releasing your potential

- ☑ A Personal Action Plan to take your learning further

## Training Style

All courses are interactive, using diverse participatory, 'brain-friendly' training methods including: exercises; games/quizzes; handouts and workbook; small/large group discussion; skills practice and trainer input.

All courses are accompanied by a **Welcome Pack** (including some essential pre-course activities to prepare for learning) and a **'Bonus Pack'** after the training with additional tools, and follow-up activities to support transfer of learning to the workplace. (*email required)

## Other Courses to consider (Visit my website for details of these and other courses)

- ➲ Dealing with Difficult Behaviour in the Workplace
- ➲ Diversity: Becoming 'Diversity Champions'- Skills and Tools (2 Days)
- ➲ Diversity: Cross-Cultural Awareness
- ➲ Diversity: Disability Awareness
- ➲ Diversity: LGBT Awareness
- ➲ Diversity: Managing Diversity in the Workplace

- ➲ Effective Recruitment and Selection
- ➲ Employment Practice
- ➲ HIV in the Workplace
- ➲ HIV/AIDS Awareness
- ➲ Managing Staff Absence
- ➲ Managing Change
- ➲ Managing Grievances and Discipline in the Workplace
- ➲ Resolving Differences and Conflict

**Mike Phillips Training**

Releasing potential through learning and development

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*"Very useful on both a professional and personal level…*

*Mike was sensitive and fun, despite the serious topic."*

**Course Participant**
Dada South

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