



# Course Outline

## EDI: Managing and Leading Equality, Diversity and Inclusion in the Workplace

Minimum and Maximum Learners: 6-16

Duration: One Day

Timings: 10:00 – 16:30

### Suitable for

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Managers, trustees and others responsible for managing and promoting Equality, Diversity and Inclusion (EDI) within their organisation and/or workplace and who have **already attended** 'EDI: An Introduction to Equality, Diversity and Inclusion' training.

### Aim

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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 EDI legislation for your organisation, policies, procedures and practices.

### Learning Outcomes

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

- ✔ **Define** Equality, Diversity and Inclusion.
- ✔ **List** the main equalities-related legislation and outline how these relate to the workplace and service provision.
- ✔ **Clarify** your organisation's commitment to promoting workplace equality, diversity and inclusion.
- ✔ **Identify** key challenges to promoting EDI and strategies to overcome them.
- ✔ **Identify** potential conflicts between promoting EDI, teamwork and performance management and **develop** strategies for managing them.

✔ **Review** and **discuss** your organisation's current policies and procedures and identify areas for further development.

✔ **Complete** an EDI/Accessibility Audit and identify areas for potential development.

## Benefits of Attending

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✔ Feel confident and ready to put your learning into practice.

✔ Take away a practical toolkit with proven techniques and ideas you can use straight away.

✔ Create a Personal Action Plan to apply your learning in your workplace.

## Training Style

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This course is highly interactive and uses engaging, 'brain-friendly' methods such as exercises, quizzes, group discussions, skills practice, storytelling and practical tools to support real-world application.

You'll receive a **Welcome Pack** with pre-course activities, a **Learner Workbook** during training, an **E-Book** on this topic and a **Bonus Pack** afterwards with extra tools and follow-up activities to help you put learning into practice. (\*email required)

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

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➔ Client Confidentiality and Professional Boundaries

➔ Coaching Skills for Managers

➔ Dealing with Difficult Behaviour and Situations in the Workplace

➔ EDI: Cross-Cultural Awareness

➔ EDI: Disability Awareness

➔ EDI: Gender Identity and Gender Diversity Awareness

➔ EDI: Learning Disability Awareness

➔ EDI: LGBT+ Awareness

➔ EDI: Managing and Leading Equality, Diversity and Inclusion in the Workplace

➔ Effective Recruitment and Selection

➔ Employment Practice

➔ HIV Awareness

➔ HIV in the Workplace

➔ Internal Communication – Don't hear it on the Grapevine

➔ Leadership Skills to Empower and Inspire (3 Days)

- ➔ Management Skills for New/First-time Managers
- ➔ Managing Change
- ➔ Managing Grievances and Discipline in the Workplace
- ➔ Managing Health and Wellbeing in the Workplace
- ➔ Managing Staff Absence and Presenteeism
- ➔ Managing Volunteers
- ➔ Managing Workplace Bullying
- ➔ Motivating Staff for Peak Performance
- ➔ Resolving Differences and Conflict
- ➔ Support and Supervision I: Good Practice When Supervising Others
- ➔ Support and Supervision II: Taking Your Supervision to the Next Level (2 Days)
- ➔ Time Management II: In-depth Tools and Skills for Effectiveness and Efficiency (2 Days)
- ➔ Turning Your Organisation's Vision, Mission and Values into Day-to-Day Practice with Your Staff and Volunteer Behaviours

