

Inclusive Actions

Everyone has a role to play in advancing inclusion. Here are 10 ways to take action, based on the 10 “Inclusion Enablers” that Rebekah Steele and I describe in our book [*INdivisible*](#).

1. Openness

Leaders: In meetings, ask “Are we open to hearing views that are different from the usual?”

Everyone: Engage with someone who is different from most people in your network. Listen to understand rather than judge.

2. Respect

Leaders: Assign someone at every meeting to check that every participant has the opportunity to speak and be heard respectfully.

Everyone: Propose co-creating a team agreement as a consistent guide to respecting different perspectives and preferences.

3. Trust

Leaders: Find ways to give your team more freedom in how they achieve their work objectives.

Everyone: Invite a co-worker you don't know well to give you honest feedback. Thank them and ask if they would like you to do the same for them, to build trust.

4. Fairness

Leaders: Consider who is left out on “hot” projects. Include different people who have not been picked before.

Everyone: Recommend someone good who has never been selected for a hot project.

5. Transparency

Leaders: Talk through your thinking behind a decision with those affected.

Everyone: Start your next joint project by asking colleagues how they work best, and share your own preferences.

6. Shared power

Leaders: Instead of stepping in with a solution, first invite others to share their ideas. How might a combined solution be better than the one you thought of?

Everyone: Openly and consistently give credit to people who deserve it.

7. Participation

Leaders: Invite different members of your team to crucial meetings, coach them in active participation, and make sure they are heard.

Everyone: Ask your manager to take you to a meeting where important decisions are made, to better understand the organisation's goals and contribute your ideas. Suggest the same for other colleagues.

8. Choice

Leaders: Choose to share your personal story and invite others to do the same if they want to.

Everyone: Ask leaders in your organisation to talk about a time when they chose to stop hiding part of who they are at work, and what impact this had.

9. Support and commitment

Leaders: Ensure appraisals take account of how much people show commitment and support for colleagues and stakeholders.

Everyone: On joint projects, check in regularly with everyone to make sure they are involved and comfortable with how things are working.

10. Shared purpose

Leaders: Explain publicly and consistently how inclusion improves performance and sustainability.

Everyone: Consult colleagues in other departments to check that your initiatives align with theirs and the organisation's goal to be more inclusive.

Next, notice what difference your actions make and share results with colleagues and leaders. It's an easy way to start measuring the extensive impact of inclusion.

I hope these actions inspire you.

Indivisible: Radically rethinking inclusion for sustainable business results:

<https://indivisible-book.com>

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