



Diversity & Inclusion Program with Train the Trainer

Invista Performance Solutions will deliver an on-site Diversity and Inclusion Program and Train the Trainer modules, training employees to recognize, respect and value the differences that lead to innovative approaches and diverse thought in the workplace and deliver subsequent trainings of value laden topics internally. The client will initiate an internal leadership awareness campaign within the company to identify and solicit potential trainers through a Champion Application.

Module 1:

IPS will deliver the solution in a series of progressive modules beginning with this 4-hour Kick-Off with leaders only. This module will outline the course so participants have a road map for the training and will understand what Diversity Awareness Training can and can't do or solve. It engages the learners immediately with the purpose of the training and its benefits to them as adult learners. This module includes a required questionnaire designed to spark engaging exercises. This module will be designed to include the company's values and interests including identifying and discussing leadership attributes that support diversity.

This module will explain:

- The Why?
- Overview of Diversity and Inclusion
- Requirements of Management
- What's In It For Me—benefits of the program
- Participants role in creative active thinking

Module 2:

IPS will deliver 8-hour full day Diversity and Inclusion trainings for up to 25 potential Champions and others interested in the course. The client will prepare and send out an application to find out who is interested in being on the team of champions and/or attend the training.

Information will be presented on communicating from a cultural perspective. Participants will be afforded the opportunity to practice this in comfortable and potentially uncomfortable situations. The session will end with participants identifying ways they can apply what they learned when interacting or working with people who may be different than themselves. They will also identify actions they can take at work to create a place for diversity. Interactive practice exercises are used to allow participants to work with the information being presented.

Time is allotted for discussion and to answer questions, all with the major emphasis on application on the job and at the work sites within the company's culture and practices. Participants will be assessed on their ability to identify and incorporate Diversity and Inclusion initiatives.

After training participants will be able to:

- Create a common understanding by defining culture
- Identify the impact of diversity within the workplace and how it affects relationships



- Review current values, biases, and differing work views/perspectives
- Learn via dialog and discussion how to talk about differences safely
- Develop strategies that positively impact relationships and the organization

Module 3:

IPS will deliver 32 hours over four, 8-hour full day Train the Trainer sessions. Participants will be selected from those who attended the training and any others recommended by the company. Participants are assessed on their ability to effectively facilitate value laden training.

At this program's conclusion, participants will be able to:

- Identify and demonstrate the characteristics of an exceptional facilitative trainer
- Demonstrate effective training facilitative techniques
- Present information in a clear, concise, and engaging manner
- Design, develop and facilitate customized training and interactive exercises and discussions
- Demonstrate effective presence and competence through tone, word choice, and body language
- Utilize various visual aids and notes effectively to enhance a presentation

Follow-up sessions / Coaching:

Deliver in 2-hour sessions, in person, on an as-needed basis. Consultant will work with participants on strengthening presentation and facilitation skills, identifying and managing their own "hot" buttons, and explore options for enhancing inclusion and diversity within the company. Participants will continue work on defining the parameters of culture in their workplace, capture moments and events where diversity and inclusion opportunities surface and discuss options for resolution or ways to address it and how it was resolved or addressed. Coach can meet with participants in one-on-one or group coaching sessions.