



# Practical Approaches To Workplace Inclusion

#InclusionByDefault

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We know that Diversity & Inclusion is becoming a key driver in the success of teams and organisations within the UK, and the word moreover, and we also know that there are many organisations that a) don't necessarily understand what the benefits of a diverse and inclusive organisation brings and b) are genuinely interested in becoming more diverse and inclusive, but just don't know where to start.

Within this document we aim to provide you, the reader, with a few starting hints and tips to get your inclusion strategy going – we know changing workplaces towards a more diverse culture is not going to be perfect or easy, especially in the more established organisations, but better to start now than never!



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## Make an official statement of commitment on diversity and inclusion!

Clearly state your intentions (realised or not) about creating a diverse workforce and inclusive culture to your current and future employees. Today's talent seeks out companies that are actively working toward a diverse and inclusive culture.

You can use this commitment to communicate your intentions through job postings, ad placements, website content, firm newsletters and press releases. The following are examples of diversity and inclusion commitment statements that you might consider as a starting point to be included in your organisation's communications.

### Example 1

XYZ is committed to fostering a culture of inclusion through valuing the differences of our clients, vendors and our current and prospective team members.

### Example 2

XYZ is committed to attracting, recruiting, retaining and advancing a diverse team that is responsive to the needs of our diverse clients.



## Develop a diversity recruiting plan!

Develop an actionable diversity recruiting plan to map out your efforts for finding top talent.

Remember that effective recruiting plans demand specific action, defined outcomes and detailed timelines.

## Use your network to find diverse talent!

Tell professional colleagues that your organisation is looking to hire more diverse candidates and ask them to spread the word. Employees are also potential recruiters for your organisation.

Their network of professional organizations can help you find the talent you want to hire.

## Effectively on-board new talent!

Recruiting doesn't end when your diverse candidates show up for their first day. Their on-boarding experience affects how your reputation will be shared with their network.



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## Implement effective coaching, mentoring and sponsoring!

Implementing effective coaching, mentoring and sponsoring provides something different to an employee's journey and increases the chance of them remaining engaged.

Practicing inclusion within these employee relationships will ensure your employees are supported. A mentor "talks to you," a coach "talks with you," and a sponsor "talks about you." All provide support in an employee's journey toward advancement through the organisation.

## Develop "Stay Interviews"

Stay interviews are a preventative approach to employee retention that proactively identify opportunities for improvement in an employee's journey with the view of helping them stay rather than leaving. Ask your employees what they love about your organisation and ask them why they choose to stay.

## Inclusion surveys

By including more questions around inclusion in an employee survey, you can gain an understanding of how valued, respected and feeling each employee has – it's a really great way to start introducing inclusion practices into a workplace.

# Brought to you by Asian Business Connexions

We are a not-for profit social enterprise that connects, supports and promotes the Asian and wider business community with a passion for inclusion & diversity – we believe we are the most inclusive member organisation in the North East.

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Connecting, Supporting & Promoting the Asian and wider business community since 2009

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