Goskills

A Manager's Guide to Building Teams Inclusively

GoSkills online course syllabus

Skill level
Beginner

Lessons
16

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Pre-requisites
No prior experience needed

Video duration
46m

Estimated study time
46m 22s

Instructor
Lia Garvin

Introduction

1   Importance of inclusion

Everyone Has a Role

2   **Your role as a manager**
They say people don't leave jobs, they leave managers - and when it comes to making people feel included, managers play a critical role.

3   **Roles of team members**
Everything can't always be left up to managers, meaning it falls on everyone to make sure team members feel included.

4   **Inclusion as a team value**
Values are our north stars, and establishing inclusion as a team value works to set the tone around the culture you want to create.

Starting with Access

5   **Access to information**
There is nothing more powerful for driving a sense of inclusion than being in the know.

6   **Being a part of decisions**
Ensuring all team members are meaningful parts of the decision making process is critical for ensuring team members feel like they belong.

7   Sharing the spotlight

How you communicate and what you respond to is a huge factor in determining who feels included and excluded.

Encouraging Risk-Taking

8   Make it safe

Psychological safety - making it safe to take risks and be vulnerable with your team - is critical for fostering inclusion.

9   Ditch the double standard

The higher the risk, the higher reward; but not everyone has the same comfort around taking risks.

10   Advocate for inclusion

In the workplace, there are more events and conversations that can advance someone's career than what might reflect on the surface.

Feeling Rewarded for Hard Work

11   Understanding appreciation

While many tend to focus on pay, there are other ways you can show appreciation for someone's work, ensuring that your colleagues and team feel recognized.

12   Recognizing all work

Many teams have higher visibility and lower visibility work, and it's not often rewarded and recognized in the same ways.

13   Distributing work equitably

Recognizing and redistributing the invisible work that happens on a team, and ensuring all team members have access to high impact work is critical for driving a sense of inclusion.

Unlocking Full Potential

14   Belonging cues

The goal of inclusion is to ensure each of your team members feels as though they belong.

15   Connecting to purpose

A team with a shared purpose is a team that is inspired to work together inclusively.

Conclusion

16 Get started

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