

## **Table of Contents (TOC) for a 2-Day DEI Training**

### **Day 1 – Foundations of DEI**

#### **1. Introduction & Objectives**

- Why DEI matters in organizations
- Business & ethical case for DEI

#### **2. Understanding Diversity**

- Types of diversity (visible & invisible)
- Identity, privilege, intersectionality

#### **3. Equity vs. Equality**

- Key differences
- Barriers to equity in workplaces

#### **4. Unconscious Bias**

- How biases form
- Common workplace biases (affinity, confirmation, gender, etc.)
- Strategies to mitigate bias

#### **5. Inclusive Communication**

- Language sensitivity
- Active listening & respectful dialogue

#### **6. Case Studies & Group Activities**

- Interactive scenarios & reflection
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### **Day 2 – Building Inclusive Practices**

#### **1. Recap & Reflections from Day 1**

#### **2. Inclusive Leadership**

- Role of managers & leaders
- Psychological safety & belonging

#### **3. Allyship in Action**

- From bystander to upstander

- Supporting underrepresented groups

#### **4. Policies & Practices**

- Recruitment, retention & advancement
- Accessibility & accommodations

#### **5. Conflict Resolution through DEI Lens**

- Handling microaggressions & exclusion
- Constructive feedback & dialogue

#### **6. Action Planning & Commitments**

- Individual commitments
- Team/organizational DEI roadmap

#### **7. Wrap-Up & Feedback**