

NEPETS 2023

DEI DISCUSSION LEADER GUIDE

This session will familiarize participants with Rotary's commitment to Diversity, Equity and Inclusion. Participants will learn the definitions of Diversity, Equity & Inclusion, and how embracing these ideals will help foster Club growth and align with the goals of Rotary's Action Plan.

LEARNING OBJECTIVES

1. Understand Rotary's commitment to diversity, equity, and inclusion and apply that understanding to participant experiences
2. Define and understand the terms: diversity, equity, and inclusion
3. How to contribute to the implementation of the RI Diversity, Equity, and Inclusion Statement
4. How to enable your club to grow and better reflect the communities you serve and to be inclusive of all cultures, experiences, and identities
5. Develop policies and best practices to make your club more welcoming, inclusive, and appreciative of each other
6. Provide opportunities to foster greater understanding and awareness of diversity, equity, and inclusion matters, including DEI training

DEFINITIONS

Diversity is being invited to the dance.

Equity is playing music we can all dance to.

Inclusion is being asked to dance

Diversity is a fact

Equity is a choice

Inclusion is an action

Belonging is an outcome

Diversity is expressed in myriad forms, including race and ethnicity, gender and gender identity, sexual orientation, socio-economic status, language, culture, national origin, values, religious commitments, age, (dis)ability status, and political perspective.

Includes all the ways in which people differ, encompassing the different characteristics that make an individual or group different from another.

Equity is equal opportunity for all persons. Being equitable means not discriminating on the basis of race, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, height, weight, veteran status or other personal traits/characteristics

The fair treatment, access, opportunity and advancement for all people, while at the same time striving to identify and eliminate barriers that have prevented full participation of some groups

Inclusion ensures differences are welcomed, different perspectives are respectfully heard, and every individual feels a sense of belonging.

The act of creating environments in which any individual or group can be and feel welcomed, respected, supported and valued to fully participate.

Inclusion is the climate we create to help organizations and individuals benefit from diversity of ideas, knowledge and experience

Equity Vs. Equality

Equity is defined as “the state, quality or ideal of being just, impartial and fair.” The concept of equity is synonymous with fairness and justice. It is helpful to think of equity as not simply a desired state of affairs or a lofty value. To be achieved and sustained, equity needs to be thought of as a structural and systemic concept.

Equity involves trying to understand and give people what they need to enjoy full, healthy lives. **Equality**, in contrast, aims to ensure that everyone gets the same things in order to enjoy full, healthy lives. Like equity, equality aims to promote fairness and justice, *but it can only work if everyone starts from the same place and needs the same things*

Equality – the state of being equal

Equity - the quality of being fair

Diversity ≠ Inclusion

Equity ≠ Equality

DISCUSSION QUESTIONS

- How does DEI support Rotary's Strategic Plan
- Why is DEI important to you both personally and as a Rotarian?
- What is the value in being an organization that embraces diversity practices, equity, and inclusion?
- How can we apply these principles to our practices? In what areas? (i.e. recruitment, engagement, leadership development, Club meetings & projects)
- Describe a situation either within Rotary or elsewhere in which diversity, equity, and inclusion play an important part. Why? What can we do to make the situation that was described more inclusive?
- What is the most valuable experience you have had regarding the importance of DEI? How can this knowledge help us create a better, more inclusive work environment?
- What is Unconscious Bias?
- What are some "ISMs" one might encounter as a result of Unconscious Bias? (Ageism, Sexism, Racism, Ableism). Define these "ISMs".
- Is there anything you should do as a Rotary leader to create the right environment to make sure unconscious bias does not create participant and inclusion barriers for anyone who wants to be involved in Rotary
- What do you think you need to do to create a "brave space" to host DEI conversations? Are there key conditions or skills sets required?

Questions About your Club

- Is your Club relevant to its members and community? Why?
- Is your Club diverse? In what ways? Do the demographics of your Club align with the demographics of your community? Is there a bias when seeking new members?
- Does your Club have an active plan to increase diversity?
- Is your Club's meeting space accessible to all? Do you offer hybrid meetings for those who cannot attend in person?
- If your Club engages in a moment of reflection during a meeting, is that reflection non-denominational and non-religious? Is every member considered for leadership positions?
- Are members invited to participate, not just an announcement from the podium?
- Are activities accessible so all can join?
 - Day/Time/Location
 - Physically Accessible
 - Not conflicting with work or family
 - Cost Accessible
 - Are Alternatives possible?

Self-Reflection

- What does diversity mean to me?
- When have I or someone else been treated equally, but should have been treated equitably?

- Think of a time when you felt excluded. What were your feelings? How did they impact you?
- Think of a time when you felt included. What were your feelings? How did they impact you?
- How can I help others to be/feel included? Valued?
- Discuss personal bias – do you think you have them, what are they, do they influence the way you think about a group? What strategies would you use to build awareness of your own biases?

TAKE AWAY ACTIONS

- In the next month, what one action will you commit to that promotes diversity, equity, and/or inclusion? (i.e. *“I will engage in a conversation with someone whose opinions differ from my own.”*)
- Talk about diversity with your Club leadership team to create a member diversity and inclusion action plan using the Diversifying Club Assessment.
- Invite local diversity, equity, and inclusion experts to speak at your club’s next gathering.
- Connect with local organizations that are supporting diversity, equity and inclusion efforts and work with them on projects or events.

REFERENCE MATERIAL

ROTARY'S ACTION PLAN

Together, we see a world where people unite and take action to create lasting change across the globe, in our communities, and in ourselves.

*This is Rotary's Action Plan through 2024: to increase our **impact**, expand our **reach**, enhance participant **engagement**, and increase our ability to **adapt**.*

OUR COMMITMENT TO DIVERSITY EQUITY & INCLUSION

At Rotary, we understand that cultivating a diverse, equitable, and inclusive culture is essential to realizing our vision of a world where people unite and take action to create lasting change.

We value diversity and celebrate the contributions of people of all backgrounds, across age, ethnicity, race, color, disability, learning style, religion, faith, socioeconomic status, culture, marital status, languages spoken, sex, sexual orientation, and gender identity as well as differences in ideas, thoughts, values, and beliefs.

Recognizing that individuals from certain groups have historically experienced barriers to membership, participation, and leadership, we commit to advancing equity in all aspects of Rotary, including in our community partnerships, so that each person has the necessary access to resources, opportunities, networks, and support to thrive.

We believe that all people hold visible and invisible qualities that inherently make them unique, and we strive to create an inclusive culture where each person knows they are valued and belong.

In line with our value of integrity, we are committed to being honest and transparent about where we are in our DEI journey as an organization, and to continuing to learn and do better.

ROTARY'S DIVERSITY, EQUITY, AND INCLUSION CODE OF CONDUCT

Rotary core values: fellowship, integrity, diversity, service, and leadership

This code of conduct reflects our core values and explains the responsibility that comes with being a Rotarian and Rotaractor, which includes members from nearly every country in the world, speaking over 100 different languages. We are committed to upholding and evolving this code as our organization grows.

Like our core values, we expect Rotarians and Rotaractors to exemplify this code of conduct as they interact with one another, Rotary program participants, Alumni, project partners, and members of the community. Specifically, the code of conduct applies at all club, district, zone, and Rotary International meetings, trainings, events, and anywhere else a member represents Rotary and on My Rotary and social media.

Expectations

All club members and other participants including Rotary program participants, Alumni, project partners, and representatives of Rotary are expected to comply with this code of conduct, be considerate and contribute to a collaborative, positive, and healthy environment in which all are respected and valued.

USE RESPECTFUL LANGUAGE

- When you first meet someone, introduce yourself and explain how you would like to be addressed, including your preferred pronouns (he/him/his, she/her/hers, they/them/theirs). Call others by their preferred name, rather than using a nickname that is easier to pronounce.
- When addressing larger groups, utilize gender neutral words to avoid gender assumption.
- Use active listening to deepen your understanding of others.
- Be conscious of language use and adapt depending on region. Some wording is acceptable in some cultures but unacceptable in others.
- Avoid slang or idioms that do not translate across cultures or be deliberate in explaining them to share our diverse cultures and languages.
- Speak plainly and avoid acronyms and jargon that not everyone may understand.
- If you are curious about someone's cultural background, faith, sexual orientation, gender, or another characteristic, ask if they are open to sharing more about themselves. Refrain from asking if the topic is not relevant to your conversation.
- Foster an atmosphere of intergenerational dialogue and avoid describing anyone by their age.

BE SUPPORTIVE

- Be an ally and advocate for others and be ready to intervene when you see a need.

- If you see or hear something inappropriate, address the behavior in a way to offer support to those affected.
- As a member of Rotary, uphold the Code of Conduct, build this culture within your club experience, and address any issues as they arise.

FOSTER A WELCOMING AND INCLUSIVE ENVIRONMENT

- Ensure every member and participant can fully engage in any meeting, event, or activity that you organize in person or online by offering an accessible venue, simultaneous interpretation, closed captioning and/or transcripts, and other resources as needed.
- Review any club or program traditions and stop or change activities that may be offensive or alienating to a specific group.
- Create a welcoming environment and include all in conversations, projects, and events.
- As much as possible, pay attention to nonverbal communication such as eye contact, facial expressions, tone of voice, personal space, gestures, and posture, and how it impacts your ability to engage with and relate to others.
- Know the important dates of various religions and schedule events and activities in a way that is inclusive and considerate of people who observe them.
- Be aware of people's dietary and health restrictions.
- Open opportunities for everyone to hold leadership roles in your club and district or engage with your community partners.

CELEBRATE DIVERSITY

1. Increase your club's awareness, understanding, and acceptance of people with disabilities.
2. Celebrate a variety of cultural events and religious observances, rather than continually conducting service projects or hosting events associated with a single culture or religion.
3. Acknowledge and celebrate significant dates relevant to diversity.
4. Avoid stereotyping and mocking any specific group.
5. Acknowledge and celebrate different genders.

Code of Conduct Questions and Concerns

For questions or concerns regarding the code of conduct or behavior that goes against the code of conduct, email DEI.Inquiries@rotary.org

Adult Harassment Issues

Per the Rotary Code of Policies, Rotary currently maintains the following to report issues of harassment involving Rotarians or Rotaractors at meetings, events, or activities:

Rotary is committed to maintaining an environment that is free of any form of harassment, broadly defined as any conduct, verbal or physical, that denigrates, insults, or offends a person

or group based on any characteristic¹ (age, ethnicity, race, color, disability, religion, socioeconomic status, culture, sex, sexual orientations, or gender identity).

If you are notified of any allegation of harassment involving an adult, or you feel you have been harassed, follow these steps:

1. If anyone's safety is in doubt, contact local law enforcement.
2. Notify a club officer (club president or secretary), district leader (district governor or district governor-elect), or zone leader (RI director).
3. Report the incident to Rotary International's Club and District Support team by contacting cds@rotary.org.
4. Any allegation of harassment or abuse that involves young people must be reported to Rotary International at youthprotection@rotary.org within 72 hours.

¹ Characteristics listed here are from the Rotary Code of Polices, Harassment-free Environment at Meetings, Events, or Activities. As the Rotary Code of Policies is updated, this Code of Conduct section will be updated.

UNCONSCIOUS BIAS

Unconscious Bias is:

Everyday

Automatic

Hard-wired

None of us are immune



Focus Within:

- Tune into your emotions
- Recognize how your experience has shaped your perspective
- Stick to facts, and don't make assumptions.
- Turn frustration into curiosity.

Learn about others

- Recognize how their experiences have shaped their perspective
- Consider how they might see the situation and what is important to them
- Think about how your actions may have impacted them

Engage in dialogue

- Ask open-ended questions
- Listen to understand, not to debate
- Offer your views without defensiveness or combativeness
- Disentangle impact from intent
- Avoid blame, think contribution

"eXpand" the options

- Brainstorm possible solutions
- Be flexible about different ways to reach a common goal
- Experiment and evaluate
- Seek out diverse perspectives

Brave Spaces

Brave spaces can look, sound and feel different from one another, but the general idea is to cultivate a productive dialogue where participants are encouraged to speak honestly and critically from their own experience toward the end of mutual learning and liberation.

This includes:

- Diversity of thought
- Difficult conversations
- Respectful engagement
- Awareness and acceptance of possible consequences

Principals of Brave Space

We are **present** in this virtual space and with each other.

We are open to new ideas, ways of thinking and feedback.

We listen **deeply** are **curious** and to seek new knowledge and understanding

We hold a space of **trust** and **confidentiality**

We focus on **possibility** and see obstacles as opportunity for learning.

We bring **awareness** to our biases, assumptions and judgements.

We **challenge** ideas, not people.

We **acknowledge** and **appreciate** each others gifts, strengths and contributions

We take accountability for our own learning. Knowledge extraction vs knowledge mobilization

We hold **brave space** for **courageous** conversations

Diversity Equity & Inclusion Framework

Courtesy of Rotary District 7950

<p>Benchmark 1</p> <p>Educate your club members</p>	<ol style="list-style-type: none">1. Host a DEI presentation by a DEI subject matter expert (SME) for awareness training2. Update club's website with the clubs DEI mission and links to DEI in RI site3. Information about other clubs that support DEI and a presentation from one of the clubs about how they started and their progress to date4. Add a DEI section to your club's newsletter and/or social media page that highlights your club's commitment to DEI and educates your readers about relevant topics.
<p>Benchmark 2</p> <p>Understand the needs of your club</p>	<ol style="list-style-type: none">5. Anonymous DEI Survey for your membership (by the club secretary), share results6. Share results and do comparative analysis with RI survey results as a guide7. Understand demographics of your town(s)8. Develop action items based on the survey results
<p>Benchmark 3</p> <p>Expand club membership</p>	<ol style="list-style-type: none">9. Think about the location where your club meets10. Consider alternate meeting times11. Is the facility accessible to those with disabilities?12. Does your club offer meal options
<p>Benchmark 4</p> <p>Make membership affordable</p>	<ol style="list-style-type: none">13. Make financial contributions beyond dues optional rather than required (i.e. club fundraisers; The Rotary Foundation; conference attendance; etc).14. Give people the choice to participate in a meal.
<p>Benchmark 5</p> <p>Make meetings more accessible</p>	<ol style="list-style-type: none">15. Encourage and open club membership to individuals not represented in your club.16. Invite and welcome members of a community or demographic that your club serves to join you in a service project.17. Collaborate on a project with another service organization within the community.