



FIRST 10 STEPS:

A guide towards practicing equity, diversity and inclusivity on a daily basis



COMMIT TO BEING AN ACTIVE LISTENER

Engage in the listening process with the desire to learn and understand before looking for engagement, disagreement, or dialogue.



AVOID “COLOURBLINDNESS”

This practice, in which racial identity is avoided, works against diversity and inclusion by ignoring differences and failing to take into account how perceptions, thoughts and experiences are shaped by identity.



EDUCATE YOURSELF

Become familiar with diversity-related terms, topics, and key messages.



IDENTIFY YOUR POSITIONALITY

Understand the diverse elements that form your identity and what your experiences bring to the table. Diversity comes not only in the form of culture, race, and gender but also includes factors such as socio-economic background, education, geographic location, sexual orientation, and many others.



DON'T MAKE ASSUMPTIONS

When assigning tasks try to avoid doing it according to stereotypes. Avoid putting people into specific roles without considering the underlying reasons and the implications of these decisions.



CREATE ACCESSIBLE ACTIVITIES

Guarantee that your meetings and events are accessible regarding space and format. Make sure you can provide reasonable accommodation when needed.



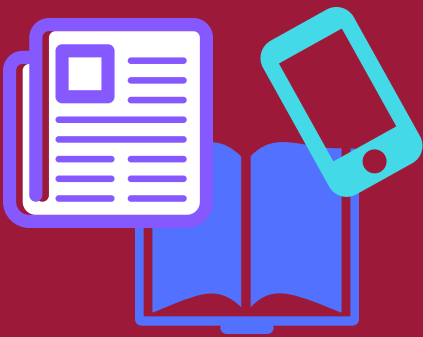
COUNTERACT YOUR BIASES

Inclusive leadership starts with self-awareness, being introspective, and possessing the ability to listen and learn. Check for bias within yourself: Are your impressions and assumptions accurate, or are you relying on stereotypes and not facts?



PROMOTE PARTICIPATION

When you observe a situation where there is, intentional or unintentional, exclusion of a person, find ways to bring that person into the discussion.



CONSUME DIVERSE CONTENT

Read books and newspapers to see how things are reported and told through eyes that are different than your own. Watch local, national, and international news.



CREATE AN INCLUSIVE NETWORK

Examine your current network of relationships. How inclusive is it? Are there people from other backgrounds, ethnic groups, generations, etc. that you could reach out to and include in your network?



Division of Student Affairs

For more information and resources visit: www.queensu.ca/studentaffairs/about/EDI