

Leaving no-one behind: making workplaces and working arrangements more inclusive

Here are a few things you can do as a manager to help make your workplace more inclusive...

Demonstrate trust.

Become an ally – take an interest in others' groups and educate yourself.

Establish genuine connections – make your team feel valued.

Be flexible - give staff choice and control where possible.

Be pro-active in relation to your staff and your workplace:

Check-in with your team often.

Engage in open dialogues in which everyone feels able to express their needs.

Keep discussions ongoing.

Contribute to an open, safe and comfortable working environment.

Encourage community and connection through things like inclusivity/affinity groups, chat outlets, social groups and sports teams which are inclusive and open to all.

Slow down and be kind to yourself – it will benefit you and your team.

Facilitate random connections within your organisation by making use of technology such as the “Donut” app which allows for virtual “water cooler chats”.