

Solo Agreements

Before you get started on the first exercise, we suggest you prepare for an introspective deep dive. Say each of these agreements out loud:

I agree to be honest with myself.

I agree to be kind to myself.

I agree to take care of myself and take a break if I need it.

Are there any other agreements that you'd like to add? Write them down, and then repeat them out loud to yourself.

Language	_____
Education	_____
Ability	_____
Ethnicity	_____
Age	_____
Neurodiversity	_____
Citizenship	_____
Culture	_____
Race	_____
Gender	_____
Class Background	_____
Religion / Spirituality	_____
Sexuality	_____
Family Status	_____
Location	_____
Income	_____

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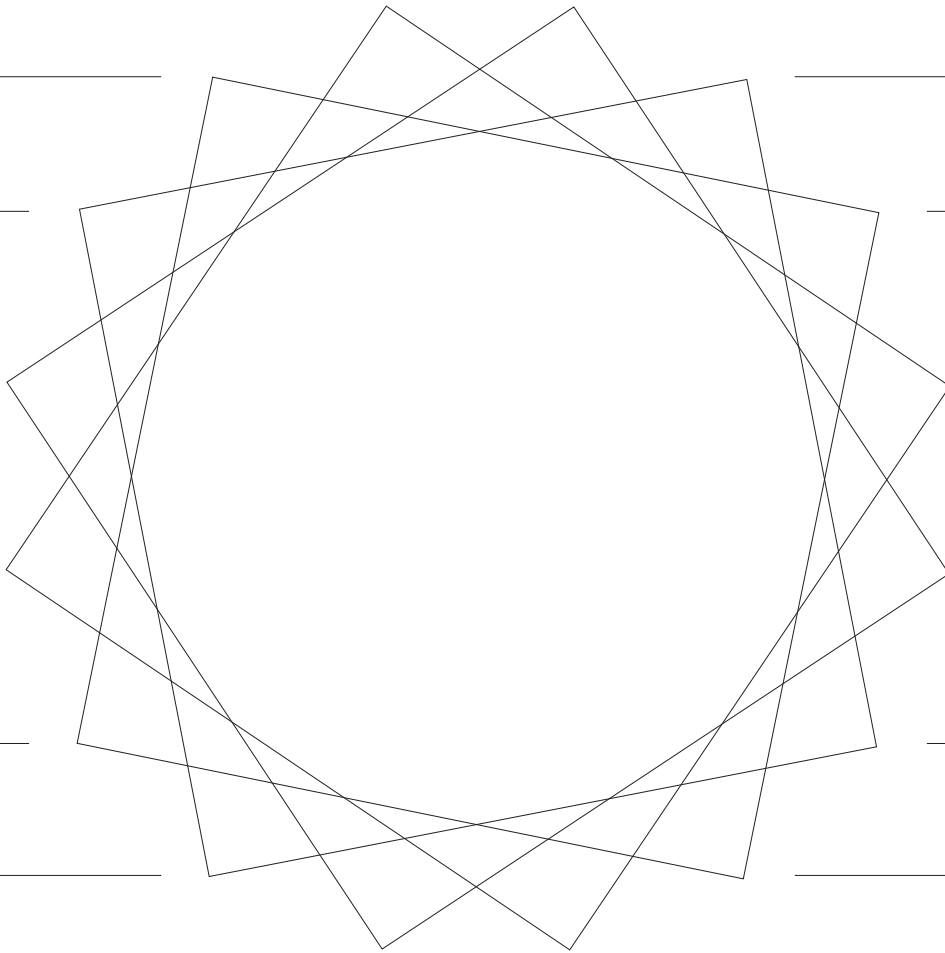
Religion /
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Reflection

Now that you've mapped the details about your multidimensional, intersectional identity, spend a moment with these questions and make some notes. Keep your notes; you'll revisit them later in the toolkit.

Were you surprised by anything you wrote down?

Choose two dimensions (examples: education and race, or language and location). Consider how the intersection of those two dimensions manifests in your own life.

Reflect on an experience when you felt "othered" or apart in some way, in any sort of group (work, school, sports team, etc.). What conditions created this feeling?

Reflection

Now that you've mapped the details about your multidimensional, intersectional identity, spend a moment with these questions and make some notes. Keep your notes; you'll revisit them later in the toolkit.

Reflect on an experience when you felt advantaged or privileged. Which dimensions intersected to form that advantage?

Reflect on your experiences being part of, or building, a diverse community. Describe a challenge you've faced.

Step 1

Start by defining the following terms in your own words: **diversity, inclusion, equity, community, culture.**

If you're not sure of which words to use, check out other resources. Revisit the beginning of the toolkit where we define these words. Read articles, essays, and other online resources. Keep an open mind; which definitions resonate with you, and which need elaboration?

Try to make your definitions reflect your perspective.

Example

You might write something like: "I define 'community' as a group of people I feel close to. This means we share something: interests (like my art friends) or physical proximity (like my neighbors)."

Diversity

Inclusion

Equity

Community

Culture

Step 2

Now that you've defined these terms for yourself, write statements that show your commitment to fostering diversity and inclusion in your ways of working. Create one commitment for each word.

Example

You might begin your commitment like this:

I challenge myself to...

I will...

I intend to...

Diversity

Inclusion

Equity

Community

Culture

Shared Agreements

Before we get started on the team workshop, let's agree on some parameters for our time together.

Please take a moment to review these agreements. The workshop organizers will give you an opportunity to suggest additions.

I agree to remain open to the ideas of others.

I agree to keep the personal stories I hear today private.

I agree to share my honest thoughts and experiences.

I agree to take care of myself and to take a break if I need it.

Are there any other agreements that you'd like to add? Share them with the group.

Reflect

What are your key takeaways from this toolkit experience?

List them out. Below are some suggestions to get you started.

You can use this reflection worksheet to evaluate your experience doing any of the toolkit exercises.

I think... _____

I feel... _____

I am... _____

My ways of working are... _____

Diversity is... _____

Inclusion is... _____

Equity is... _____

Act

On your own

Create a list with at least five actions you can take to enable more diversity and inclusion in your ways of working. There's room to think big, but start small!

Consider simple yet mighty actions that you can complete easily on your own. Below are some suggestions to get you started.

Reach out to... _____

Review and adjust my process of... _____

Learn more about... _____

Extend an invitation to... _____

Commit to... _____

With a team

Come together with other people you work with to create a collaborative action list. Maybe you attended the Team Workshop with these folks, or maybe they're collaborators from your larger creative community.

Reach out to... _____

Review and adjust my process of... _____

Learn more about... _____

Extend an invitation to... _____

Commit to... _____

Plan

Create accountability for yourself by plotting your actions on a calendar. Self-imposed deadlines can be a helpful motivator. Consider looping in a friend to collaborate on an action, or encouraging them to complete it on their own; having the support of another person is motivating and can help you build a network for accountability.

In addition to setting specific dates for actions, plan a check-in date when you'll revisit your action list. This is a time for rescheduling unfinished actions, or reassessing the feasibility of your original plan and adapting as necessary.

Below are suggestions for the different types of goals you might set.

Today	_____
This week	_____
This month	_____
Within three months	_____
Within six months	_____
Within nine months	_____
Within one year	_____

Check in and revisit this plan:

Choose an accountability plan that works best for you. Consider the options below, or plan a custom timeline for checking in with yourself.

Next week _____

Next month _____

Three months from now _____

Six months from now _____

I'll check in with myself
each month on the _____

I'll check in with myself
each week on the _____