

## TOOL: MY DIVERSITY MANAGER™

### DIVERSITY MANAGEMENT SKILLS FRAMEWORK

#### Describe the issue or situation:

- *What are the related facts and circumstances?*

#### Step 1.

#### RECOGNIZE THE MIXTURE:

- *Who is in the mix? (similarities, differences)*
- *What are their different perspectives on the issue(s)?*

#### Step 2.

#### ASSESS THE TENSIONS:

- *What are the causes of tension?*
- *What feelings, stresses do the individuals experience?*

#### Step 3.

#### IDENTIFY REQUIREMENTS:\*

- *What are the objectives or goals?*
  - *What is needed to reach the goal(s)?*
- \*Distinguish Requirements from Preferences, Traditions and Conveniences.*

#### Step 4.

#### PROPOSE OTHER ACTIONS:\*

- *What actions might offer a better outcome?*
  - *What might be some results of these actions?*
- \*Ensure the goals and actions and address the tensions and take the perspectives into account.*

#### Step 5.

#### IDENTIFY CULTURAL SUPPORTS AND BARRIERS:

- *What cultural factors may support your proposed actions?*
  - *How might you capitalize on these?*
- *What cultural factors may impede your proposed actions?*
  - *How might you counteract these?*
- *What might be some results of these actions?*

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## APPLYING THE DIVERSITY MANAGEMENT SKILLS FRAMEWORK: WORKSHEET

**Describe the issue or situation:** What are the related facts and circumstances?

### Step 1. RECOGNIZE THE MIXTURE:

*Who is in the mix?*

*What are their different perspectives on the issue(s)?\**


*\*May require thoughtful inquiry with other party to validate assumptions*

### Step 2. ASSESS THE TENSIONS:

*What are the causes of tension?*

*What feelings, stresses do the individuals experience?*


### Step 3. IDENTIFY REQUIREMENTS:\*

*What are the objectives or goals?*

*What is needed to reach the goal(s)?*


*\*Distinguish Requirements from Preferences, Traditions and Conveniences*

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## APPLYING THE DIVERSITY MANAGEMENT SKILLS FRAMEWORK: WORKSHEET

### Step 4. PROPOSE OTHER ACTIONS: \*

*What actions might offer a better outcome?      What might be some results of these actions?*


*\*Ensure the goals and actions take the perspectives into account and address the tensions.*

### Step 5. IDENTIFY CULTURAL SUPPORTS AND BARRIERS

*What cultural factors may support your proposed actions? How might you capitalize on these?      What cultural factors may impede your proposed actions? How might you counteract these?*


## Notes