DIVERSITY TEAM: Big Idea, Goals and Activities 2016-2017

Big Idea:

To ensure* diversity and inclusion in all aspects of CCM life by incubating ideas, supporting practices, and informing policies.

*ensure = to secure or guarantee; to make certain or safe

Goals:

- **Incubating Ideas**
  - To create a series of open forums where staff can share, reflect on, and discuss ideas and issues related to diversity and equity (on a quarterly or as needed basis.)

- **Supporting Practices**
  - To support practices and respond to emerging issues of equity and diversity in a timely manner.

- **Informing Policies**
  - To provide relevant input and resources to anyone working on museum policies.

Definitions:

- **FORUM:** D-team members will set up a dedicated time and space during museum hours, providing an agenda (some open discussion, some pre-determined topics), note taking, "gentle facilitation", and thoughts about next steps.
- **AS NEEDED BASIS:** D-team members can schedule additional pop-up forums based on museum incidents or staff requests.
- **SUPPORT:** includes providing a platform, lending advice, helping navigate systems, contributing social capital, recommending staff or financial resources
- **RESPOND:** includes creating safe spaces, submitting formal requests, providing resources
- **TIMELY:** Provide initial response to inquirer within 2 weeks.
- **POLICIES:** Guidelines or plan that direct actions or decision-making.
- **BROADEST (below):** As inclusive as possible

Activities by March 2017:

- **Incubating Ideas**
  - **Schedule Forums:**
    - Set up quarterly and "as needed" forums, communicate about time and purpose of meetings to all staff, assign facilitators (D-team members.)
  - **Develop Forum Content:**
    - Collect topic ideas as they arise
    - Create and communicate about possible outcomes of forum discussions: continued discussion, move to "supporting practices/respond to issues", move to "informing policy", other.

- **Supporting Practices**
  - **Check-in with these existing cross-departmental diversity initiatives:**
    - LGBTQ Inclusion
    - Play For All
    - Translation Team
  - **Check-in with these CCM departments re: diversity:**
    - HR staff (hiring practices and staff training)
    - Marketing (images of diverse families, ad placements)

- **Informing Policies**
  - **Add a lens of Diversity to policies**
  - **Apply broadest possible perspective**
  - **Create a time and place for discussion/process**
  - **Be/Communicate resource to all staff**
  - **Funnel to entire Diversity Team**

Notes:

- Notes:
  - This group helps inform policies, it doesn’t not have the power to approve policies.