**Diversity, Equity, and Inclusion (DEI) Chapter Assessment**

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| *Likert Scale: 1–5* 1 = We have not discussed this at all.  2 = We have discussed this in general and have not taken any action.  3 = We have discussed this and created goals to address this and take action.  4 = We have established and taken action on this initiative and review them periodically.  5 = We track progress on this initiative in a dashboard (or some other thing) and share them with our members. |

Read each statement below and think about to what extent your chapter furthers the work of DEI. Calculate your total for each section and the grand total at the end.

**Governance**

\_\_\_\_ We discuss ways to incorporate DEI in fulfilling our vision and mission.

\_\_\_\_ We consider and support different viewpoints for our policies and bylaws.

\_\_\_\_ We ensure our policies and bylaws create an environment where everyone feels accepted   
and they can contribute fully.​

\_\_\_\_ We recognize our membership’s diverse needs in our chapter’s operating plan.

\_\_\_\_ We have a process to be inclusive of all voices when we make policy and bylaw decisions.

\_\_\_\_ Section Total

**Programming**

\_\_\_\_ We conduct learning events on ATD’s Talent Development Capability Model with a focus on the Cultural Awareness domain.

\_\_\_\_ We include speakers of diverse backgrounds and/or include DEI items in our speaker proposal form.

\_\_\_\_ We partner with community groups to promote and support DEI initiatives.

\_\_\_\_ We partner with local colleges/universities to offer DEI learning opportunities.

\_\_\_\_ We ask members about their accessibility needs and provide resources.

\_\_\_\_ Section Total

**Board**

\_\_\_\_ We ask all board members about their feelings and views on inclusivity and belongingness in their role.

\_\_\_\_ We are representative of our chapter membership in multiple areas such as race, gender, age, education, work roles, industry, and/or family factors.

\_\_\_\_ We have the board complete bias training.

\_\_\_\_ We create a standard operating procedure (SOP) for processes and some decision making.

\_\_\_\_ We assess our board leadership recruitment practices.

\_\_\_\_ Section Total

**Membership**

\_\_\_\_ We use LinkedIn and other social media resources to learn about new members when they join.

\_\_\_\_ We make a personal call or send a letter to welcome new members.

\_\_\_\_ We recognize new members in meetings and events.

\_\_\_\_ We create new board positions to focus on a diverse membership.

\_\_\_\_ We use community engagement activities to support the diverse membership.

\_\_\_\_ Section Total

**Sponsorships**

\_\_\_\_ We actively seek out relationships with organizations:

* + Whose employee demographics reflect diversity
  + Considered small, medium, and large
  + That include in their mission statement the goal of supporting and advancing diverse individuals
  + That fund initiatives to support and promote diverse individuals such as:
    - A Chief Diversity Officer
    - DEI staff
  + Whose brand imagery and supporting images, when relevant, represents diverse individuals
  + That are owned by minority and diverse individuals

\_\_\_\_ We provide an annual award for a local organization that demonstrates the practices listed above (our chapter members nominate candidates).

\_\_\_\_ Our chapter purchases tools that work with screen readers and other accessibility enhancements.

\_\_\_\_ We have a volunteer or board member assigned to check the accessibility of our activities and communications and recommend purchases of supporting tools and equipment.

\_\_\_\_ We rent event space accessible to our members (elevators, ramps, accessible restroom facilities, adjustable lighting in the venue, microphones).

\_\_\_\_ Section Total

**Communication**

\_\_\_\_ We use images in social media posts that have alt text or are described in the text of the post.

\_\_\_\_ We use multiple channels, including social media, email, newsletters, podcasts with transcripts, and sometimes phone calls.

\_\_\_\_ In our membership enrollment and event registration, we ask members for their pronouns.

\_\_\_\_ We encourage our board members and volunteers to use the neutral pronouns “they, them, and theirs” when they do not know the individual’s preferred pronouns.

\_\_\_\_ Our marketing images and text narratives reflect diversity.

\_\_\_\_ Section Total

**\_\_\_\_ Grand Total**