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Employee Resource Group Inclusive Leadership Curriculum

In support of Employee Resource Groups and their mission to drive improvement in employee engagement, which results in improved organizational business performance, Icarus Consulting offers the following training and education for Employee Resource Groups.

Meeting Effectiveness for Employee Resource Groups™

Managing Meeting to Better Outcomes

Meeting Effectiveness for Employee Resource Groups™ is a one- day interactive program designed for Employee Resource Groups (ERGs). Participants will learn how to get their ERG to develop workable, realistic solutions. We will provide participants with tools and techniques they can use immediately! Participants will learn how to motivate a group, build consensus, manage dysfunction, maintain focus, generate ownership, and inspire to action.

Overview

Today, most ERGs understand why it is essential to manage meetings effectively, but too few understand how. *The Meeting Effectiveness for Employee Resource Groups™* workshop provides tools that enable ERGs to create an environment in which all council members – regardless of their difference – can contribute their best ideas to the team.

Meeting Effectiveness for Employee Resource Groups™ is a highly interactive one-day workshop. Through individual and team activities, candid feedback, and a series of video vignettes with structured exercises; ERG members develop skills to conduct meetings that increase engagement, performance, and productivity. A realistic action planning exercise concludes the workshop.



Objectives

Upon completion of *Meeting Effectiveness for Employee Resource Groups™* participants will be able to:

- Develop a methodology and plan for preparing for and running meetings
- Learn about common meeting challenges and how to avoid them
- Role play typical meeting scenarios and solutions
- Define the role of the meeting facilitator
- Apply effective meeting principles
- Describe the best practices related to each principle
- Practice and perform feedback

This dynamic program increases the level of performance of employee councils, engages all ERG members in professional development and improvement, and enhances the ERG's impact

Meeting Effectiveness for Employee Resource Groups™ Agenda

The course is designed to help ERGs to develop and agree upon workable, realistic plans, or solutions to issues. Gain the tools and techniques to create a vision that motivates members to action, engage members in developing solutions, and generate ownership that leads to results. Participants learn how to:

- Develop a comprehensive approach to prepare for success
- Construct customized agendas

- Get the meeting started
- Focus the group
- Use influence instead of power
- Gather information
- Prepare meeting notes
- Manage dysfunction
- Build consensus
- Maintain high energy
- Develop action/follow-up
- Close the meeting

Who should attend?

Employee Resource Group (ERG) members, D&I council mentors, HR Business Consultants

At-A-Glance

- One day classroom program
- Conducted on-site
- Includes intact ERG and multi-ERG formats
- Facilitated in-class workshop

SCHEDULING

Contact info@icarusconsult.net
or call **678.806.3922** to schedule a workshop



Employee Resource Group Inclusive Leadership Curriculum

In support of Employee Resource Groups and their mission to drive improvement in employee engagement, which results in improved organizational business performance, Icarus Consulting offers the following training and development experience for ERG members

Employee Resource Group Leadership Academy™

This one-day workshop focuses on developing leadership skills related to developing and executing business plans for ERGs and influencing and engaging stakeholders.



Overview

For many years, ERGs have been drivers of employee engagement and broader inclusion in the workplace. However, the current business climate requires that ERGs do even more to support the company's D&I strategy and business goals.

The *Employee Resource Group Leadership Academy™* introduces a comprehensive team performance model for ERGs to become more impactful.

As participants move through the program and interact with each other, they are reminded that planning, influencing, and persuading are necessary components for team effectiveness

— the workshop guides participants through a step-by-step business planning process that helps them develop high-impact business results

Objectives

Upon completion of the *ERG Leadership Academy™* participants will be able to:

- Establish and brand ERGs as business partners whose work aligns with business needs.
- Identify ways to increase the business value of ERGs. Council.
- Develop robust business plans and innovative ideas for implementing them.
- Apply tools and techniques to ERG effectiveness.
- Apply persuasion and influencing skills to achieve desired results.

This dynamic program helps your company get the most out of Employee Resource Groups by assisting members to see that they have a strong connection to shared organizational goals and are supported in contributing to them.

Agenda

The course is designed to help ERGs support D&I and business goals and to foster an inclusive high-performing team. In a consultative, facilitator-led workshop, ERG members will:

- Explore how ERGs can achieve business impact by leading a meaningful initiative that engages more people.
- Analyze the mission and goals of ERGs to ensure alignment with business unit goals.

- Assess planned activities and initiatives for impact and effectiveness; and explore ways to move them from events to sustainable initiatives.
- Develop business plans, using Employee Resource Group Leadership Academy Toolkit™.
- Create strategies to develop compelling communications for ERG leaders.

Who should attend?

ERG leaders, D&I Council leaders, ERG mentors, HR Business Consultants

At-A-Glance

- One day classroom program
- Conducted on-site
- Includes intact ERGs and multi-ERGs formats
- Highly interactive – real-world workshop
- Dates and locations for the workshop can be found on the Icarus Consulting website www.icarusconsult.net

SCHEDULING

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Employee Resource Group Inclusive Leadership Curriculum

In support of Employee Resource Groups (ERGs) and their mission to drive improvement in employee engagement, which results in improved business performance, Icarus Consulting offers the following education and training for ERGs.

Employee Resource Group Boot Camp™

Forming and Operating Employee Resource Groups to Add Greater Value

This one-day workshop focuses on helping to launch and sustain ERGs. The goal of the workshop is to increase ERG members' understanding of their role in contributing to a more inclusive and engaging work environment. This workshop is designed for new ERGs.

Overview

All ERGs want and need to understand how they fit in, how they can contribute and be valued, and how they can keep their value over time. All companies want and need high-performing ERGs who contribute in more significant, more meaningful ways.

Employee Resource Group Boot Camp™ takes new ERGs through the four stages of team development. As participants move through the program, they understand that each stage of team development requires different activities, skills, and interaction. They see that movement from one stage to another is a complex and often difficult transition. It involves a renegotiation of expectation and relationships with other ERG members and requires an internal shift of thinking from an “individual” to “team.”



Objectives

Upon completion of *Employee Resource Group Boot Camp™* participants will be able to:

- Form a new ERG that helps sustain inclusive work environments.
- Manage the new ERG council through initial stages of small group and team development commitment.
- Apply a strategic framework to address ERG performance and developmental needs.

This dynamic program is based on Icarus Consulting best practices for increasing launching, enhancing, and sustaining ERGs

Agenda

It is first and foremost a framework for forming and operating ERGs, but its value can be extended into other areas (i.e., new Safety Councils, D&I Councils, and Project Teams). The model can help organizations to strengthen any small group or a new team. **The workshop helps to ensure ERG impact and success by helping to:**

- Launch a new Employee Resource Group
- Develop the ERG's charter and structure

- Link ERG programs to the business goals.
- Explore how the new ERG can achieve business impact by leading meaningful initiatives that engage employees.

Who should attend?

Employees wanting to start a new, employees who have recently formed an ERG, new D&I Council members, ERG and D&I Council mentors, HR Business Consultants

At-A-Glance

- One day classroom program
- Conducted on-site
- Delivered via **intact group format only**
- Highly interactive and real-world workshop
- Dates and locations for the workshop can be found on the Icarus Consulting website www.icarusconsult.net

SCHEDULING

Contact info@icarusconsult.net
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Inclusion Council Leadership Seminar®

Experience the Power to Defy Gravity

Icarus Consulting ■ 863 Flat Shoals Road SE, Suite C-129 ■ Conyers, GA 30094 ■ 770.550.3374 ■ www.icarusconsult.net

What is the Inclusion Council Leadership Seminar?

The **Inclusion Council Leadership Seminar** is a 1-day program designed to increase D&I Council effectiveness. **The Inclusion Council Leadership Seminar** is an excellent tool for attaining leadership excellence. Icarus Consulting offers this seminar in a public venue as well as within organizations in North America. Through an extensive network of associates, workshops are offered in 3 languages, including sign language.

The seminar puts participants in the driver's seat. The workshop is designed around a series of team-based activities. Within teams of 5-7 members, participants complete several impactful exercises. A vital element of the learning is achieved through subsequent team analysis (feedback) of the interaction within the Council. Participants spend 90 percent of their time in hands-on activities that provide opportunities to learn from direct experience and to receive personal feedback based on observed behaviors.

Through a process of ongoing development and review, council members gain a solid grasp of highly effective teamwork and how to realize to achieve results through others. Council effectiveness is examined from the perspective of seven specific relationship skills:

Influence, Persuasion, Decision Making, Initiative, Advocacy, Conflict resolution, Resilience



Who Can Benefit?

Anyone who has D&I Council leadership or committee responsibilities will benefit from the *Inclusion Council Seminar*. It is relevant for Council members and sponsors at all levels. Participants have repeatedly found it valuable whatever their relative experience, responsibility level, or industry.

Seminar Goals

The specific learning objectives of the seminar are:

Deepening Personal Awareness

- ☐ Use the Seminar to define sound and unsound decisions
- ☐ Develop an understanding of how decisions impact the D&I strategy.
- ☐ Generate personal commitment based on genuine consensus.
- ☐ Use feedback to influence & persuasion to inspire involvement, creativity, and commitment to producing results.

Implementing Change

- ☐ Overcome the doubt and fear of change.
- ☐ Define a strategy for change.
- ☐ Create norms that motivate and inspire excellence.
- ☐ Use feedback to drive continuous improvement.

Managing Conflict

- ☐ Approach conflict as a positive source of change.
- ☐ Use honesty to strengthen the quality of conflict resolution.
- ☐ Shift the focus of conflict resolution from who's right to what's right.
- ☐ Use feedback to build relationships based on trust and respect.

Creating a Vision

- ☐ Build a foundation of values to support the vision.
- ☐ Use vision to strengthen Council member commitment.
- ☐ Align Council vision with D&I strategy.
- ☐ Use feedback to achieve measurable results.

Expect Results from the Inclusion Council Seminar

- ☐ Identify D&I Council best practices.
- ☐ Obtain skills to maximize leadership strengths.
- ☐ Improve D&I Council teamwork.
- ☐ Enhance the Council's productivity, creativity, and impact.
- ☐ Lead the D&I change efforts in your organization.

HOW DO I ATTEND?

Contact Icarus Consulting:
770.550.3374
info@icarusconsulting.net
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Let's Defy Gravity®



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