

TOOLS FOR EQUITY HOMEWORK GUIDE

Thank you for enquiring about ICA's **Tools for Equity Program**, which launched in October 2021. Through training and organizational coaching, the program will help organizations and businesses develop long-term equity frameworks and institutional practices that strengthen management and employee competencies at all levels.

However, racial equity is deeply important work, and our current times require greater intentionality to shift the existing culture. Deeper *pre-engagement* work and assessment of organizational readiness are critical to your overall success. Here are some questions you can ask yourself and begin finding answers to before starting the program with us:

1 – I know my organization's stance on racial justice and equity at this current moment. (yes/no)

It is important to have internal policies, procedures, guidelines, and statements in place regarding racial justice.

For example:

- a) Have you developed a JEDI (Justice, Equity, Diversity, and Inclusion) and/or Anti-racism policy?
- b) Is JEDI embedded into your strategic plan?

2 – Our organization's racial stance has been discussed with my team, communicated to our client base, and the public. (yes/no)

It is important to begin this sometimes-difficult conversation with your staff before engaging in external JEDI support. It helps reduce anxiety around the topic and prepares your staff to engage in more open and meaningful dialogue once training begins.

For example:

- a) Talk to your staff about their experience and/or witnessing racial injustice.
- b) Ask your staff what they would like to see in your organization to address these racial injustices.

3 – I can articulate what our organization's particular JEDI needs and priorities are. (yes/no)

Every organization is at a different place on their EDI journey to equity, which is why there is no one-size-fits-all solution. It all depends on each organization's identified goals and priorities. As a working exercise and to help identify what your needs might be, we suggest that you select staff at different levels in your organization to fill out an Equity Training Needs Assessment of Businesses / Organizations. We have designed a 5-minute survey that we can share with you once you have selected who will participate.



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4 – I know our leadership team and staff have taken time to educate themselves on race equity and justice work, particularly in Canada. (yes/no)

There is a myth that racism does not exist in Canada. Your staff may have these sentiments; therefore, doing *pre-engagement* before you welcome an external trainer into your organization is your first step.

Doing some research before attending our program is highly encouraged. Here are some reading, watching, listening and supporting options to help you do so:

<https://www.icavictoria.org/racial-justice/>

Learning and establishing a shared language of EDI principles and terms will also help us communicate more effectively during training:

- [A Glossary of Equity Terms](#)
- [Core Concepts on Race, Equity & Inclusion](#)
- [Four Levels of Racism](#)

5 – We have set aside an adequate budget to cover the training and time it will take to achieve meaningful and sustainable change. (yes/no)

ICA's Tools for Equity Training is an in-depth anti-racist program that cannot be checked off as one and done after 1-2 diversity workshops. It requires organizations to take a long and in-depth look at and invest in *how they do business* over a considered period of time. Only then can organizations make the necessary structural changes to achieve real equity.

6 – Our organization will be able to invest time and money into internal staffing support aligned to equity work once we've completed ICA's Training. (yes/no)

Organizations are more likely to succeed in establishing functional equity frameworks and creating safer and inclusive work environments if they're committed to continuing the good work once the training is completed.

For additional information, please contact:

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Generously supported by:

Funded by the Government of Canada
Financé par le gouvernement du Canada

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