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| Proposal by Amanda Smith, MSEd. |
| **Instructional Design Plan: Fostering Inclusivity** |
| **Objective:** To cultivate a culture of inclusivity, diversity, and equity, ensuring that everyone involved feels valued and empowered.  **Process:** Development of a comprehensive instructional design plan. |
| **I. Needs Assessment:** **Define Goals and Objectives:** * + Identify specific inclusivity goals aligned with the organization's mission.
	+ Establish measurable objectives to gauge progress.

**Conduct a Diversity and Inclusion Audit:*** + Asses the current state of diversity and inclusion within the organization.
	+ Identify areas for improvement through surveys, focus groups and interviews.
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| **II. Design Phase:****Curriculum Development:*** + Create modules that address key components of inclusivity, such as cultural competence, unconscious bias, and allyship.
	+ Incorporate case studies and real-world examples relevant to the non-profit sector.

**Inclusive Language Training:*** + Develop training content on the use of inclusive language to enhance communication.
	+ Provide guidelines and resources for creating an inclusive organizational culture through language.

 **Cultural Competency Workshops:** * Design workshops to enhance cultural competence among staff and volunteers.
* Include interactive activities, role-playing, and discussions to promote understanding.

 **Unconscious Bias Awareness:*** Develop training materials to raise awareness of unconscious bias.
* Include strategies to mitigate bias in decision-making processes.

 **Accessible Learning Resources:** **•** * Ensure all training materials are accessible to individuals with diverse learning needs.
* Provide multiple formats (text, audio, video) and consider language accessibility.
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| **III. Development Phase:****Engage Stakeholders:*** Involve key stakeholders, including leadership, employees, volunteers, and beneficiaries, in the development process.
* Gather feedback to ensure relevance and effectiveness.

 **Utilize Technology:*** Explore e-learning platforms for asynchronous learning opportunities.’
* Implement webinars or virtual workshops for interactive sessions.
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| **IV. Implementation Phase:** **Pilot Programs:*** Conduct pilot programs to test the effectiveness of the training modules.
* Gather feedback from participants for further refinement.

**Training Schedule:*** Develop a training schedule that accommodates various roles and responsibilities within the organization.
* Consider providing ongoing training opportunities.

**Promote Inclusivity Champions:*** Identify and empower inclusivity champions within the organization.
* Encourage a peer-to-peer learning approach.
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| **V. Evaluation Phase:****Assessment Metrics:*** Establish key performance indicators (KPIs) to measure the impact of inclusivity initiatives.
* Collect quantitative and qualitative data through surveys and assessments.

 **Feedback Mechanism:*** Implement a continuous feedback mechanism to gather insights from participants.
* Use feedback to make necessary adjustments and improvements.
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| **VI. Continuous Improvement:** **•** **Regular Updates:*** Regularly update training materials to reflect evolving best practices.
* Stay informed about the latest research and trends in inclusivity and diversity.

 **Feedback Loops:*** Establish ongoing feedback loops with participants to address emerging challenges.
* Celebrate successes and acknowledge areas for improvement.
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