



Catalysts for Common Good

Foundations for Your DEI Team*

When DEI teams form it is very tempting to immediately jump into the work and to start creating the initiatives that will create change and have an impact. Indeed, this is why we all do this work! Just as importantly, though, is the need to lay a foundation before we create and implement initiatives. Ultimately, this foundation will lead to sustained and successful impact.

The initial conversations necessary for your DEI team can be found in the “*Forming Your DEI Team and Creating a Safe Environment*” document. From those conversations, the following critical ideas and documents will evolve and flow. In other words, those initial conversations will provide much of the content necessary for the following documents. [

Because the initial conversations will have created an expectation for and an initial sense of safety, individual team members and the team as a whole, will be more comfortable with open and transparent exchange of ideas (i.e., statements of support and/or critique) when creating the following foundational documents.

Foundational Documents (i.e., the “why”, “what” and “how” of the team)

- a. Statement of Philosophy – setting the context and uncovering the “why” for the DEI team (i.e., the content for this document will come from the conversation around experiences of inclusion and exclusion¹)
- b. Statement of Shared Values – (the content for this list will come from the conversation around the conditions that lead to a sense of inclusion²)
- c. Statement of Purpose – the “what”
- d. Statement of Commitment – “how” the team will work together; This is an internal document which describes the commitment each team member is making to each individual on the team as well as to the team as a whole. Included in this document should be a list of what the indicators of commitment are (i.e., the evidence) and what the norms/expectations are regarding individual and group behavior. Such a commitment enhances and sustains the sense psychological safety.

Once this is done the fun work of identifying the team’s strategic focus, initiatives and outcomes can begin!

¹ See “*Forming Your Team and Creating a Safe Environment*” document

² See “*Forming Your Team and Creating a Safe Environment*” document