

Tolerance to Understanding



Dialogue on Inclusion Self-Reflection Worksheet

This worksheet is intended to help you prepare for a candid, maybe even uncomfortable, conversation about how we may feel included or excluded at work. Be brave. Prepare to share stories or examples that might help others understand what not being included feels like to you. Also come prepared to share what can be done differently to make an inclusive work environment for all.

Take a moment to answer these 8 questions honestly.

Don't overthink your responses; your answers will not be collected.

	Yes	No
Do you feel comfortable being your authentic self in your workplace?	<input type="checkbox"/>	<input type="checkbox"/>
Do you feel included and a part of the team?	<input type="checkbox"/>	<input type="checkbox"/>
Do you feel empowered to act and make decisions in your role?	<input type="checkbox"/>	<input type="checkbox"/>
Are you free to speak up without the fear of retaliation?	<input type="checkbox"/>	<input type="checkbox"/>
Are your ideas heard and is your input valued?	<input type="checkbox"/>	<input type="checkbox"/>
Do you believe your supervisor trusts you and the decisions you make?	<input type="checkbox"/>	<input type="checkbox"/>
Do you feel recognized and that you get proper credit for your work?	<input type="checkbox"/>	<input type="checkbox"/>
Do you believe you are treated fairly and given equal opportunities?	<input type="checkbox"/>	<input type="checkbox"/>

For any question that you checked “no,” reflect on why you answered that way.

Consider your past experiences all the way back to childhood, school, and previous work experiences. Were there times you experienced or witnessed a situation that triggered your disagreement with the statement?

Share a workplace example(s) that caused you to disagree with the statement(s).

For any question that you checked “yes,” share a specific event or action that you would consider a best practice as it relates to creating an inclusive work environment.