

# Dynamics of Diversity: Strategic Programs for Your Organization (1st Edition)

## Course Specifications

**Course Number:** CCT-048\_rev4.0

**Course Length:** Self-study or Classroom Training

## Course Description

The 50-Minute Manager Series was designed to cover critical business and professional development topics in the shortest time possible. Our easy-to-read, easy-to-understand format can be used for self-study or classroom training, or even office training. With a wealth of hands-on exercises, the 50-Minute books keep you engaged and help you retain critical skills.

Diversity is a key element in any successful workplace, but to be successful, a diverse workforce must learn to work together. This book helps you implement a company-wide diversity training program. Learn how to expose key issues, get your management's buy-in, develop and implement your plan, and more.

**Course Objective:** The learning objectives for Dynamics of Diversity are listed below. They have been developed to guide you, the reader, to the core issues covered in this book.

The objectives of this book are:

- To define the meaning of diversity in the workplace
- To show the desirable elements of a diversity training program
- To present qualities of good diversity trainers
- To present the reasons for diversity training

## Course Content

### Part 1: An Overview of Diversity

- What Diversity Is
- Why Do Diversity Now?
- Why Big Business Supports Diversity
- What Can I Do?
- EEO, AA and Diversity: What's the Difference?
- Why Some Diversity Programs Fail
- Involving Senior Management
- How Organizations Benefit from Diversity

### Part 2: Implementing a Five-Step Diversity Training Process

*Step 1: Start with a Vision of Diversity*

*Step 2: Conduct a Cultural Audit*  
Design a Comprehensive Cultural Audit

*Step 3: Form a Diversity Task Force*  
The Role of Human Resources

*Step 4: Design a Diversity Training Program*  
Training Design Basics  
Diversity Training is Unique  
Cofacilitation Enhances Training

*Step 5: Train People to Train*  
The Training of Trainers  
The Ultimate Diversity Trainer