

Student Affairs Diversity, Inclusion, Equity, and Accessibility Competencies Worksheet

The purpose of this worksheet is to create opportunities for employees to participate in learning activities that build Diversity, Inclusion, Equity, and Accessibility competencies. This worksheet is designed to foster ongoing personal reflection and will be used to guide discussion between you and your supervisor, and may be used with colleagues or as a staff activity.

If an overall topic area (ie: race, social class, gender, ability, etc.) has been identified by your supervisor or department, feel free to write it here: _____

- **Choose and Complete a Learning Activity**

Read an article or book, watch a movie, attend training, etc. Visit <https://wou.edu/saci/resources/> for more ideas! (Remember to send the selected activity to your supervisor in advance.)

- **Identify up to 3 Diversity Competency Areas**

Using the list on the next page, identify up to 3 areas of growth that relate to the activity and check the corresponding boxes.

- **Reflection and Discussion**

Use these questions to guide your discussion; feel free to add additional questions for reflection. You can also write your reflections on a separate piece of paper for your own use, if you like.

- 1.) Why did you choose this particular activity? What drew you to it?
- 2.) What did you take away from this activity?
- 3.) Did you have any reactions which surprised you?
- 4.) How can you apply this to your work and/or personal life?
- 5.) How does this activity relate to the competency areas you identified on the next page?

- **Completion Certification**

Fill out the completion certification on the next page with your supervisor.

Competency Activity Completion

Employee Name: _____

Supervisor Name: _____

Activity Completed: _____

Employee Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____

Competency: Awareness of Diversity

- Recognize the various dimensions of diversity and understand self relative to diversity
- Develop an awareness of your own culture and how it shapes values, beliefs, and environment
- Become aware of how your cultural identity can cause undue influence on those from other backgrounds, through self-assessment
- Recognize your own biases
- Understand intersectionality and various identities

Competency: Understanding of Diversity

- Recognize the impact of power, privilege, inequality, and oppression in daily contexts
- Promote cultural awareness
- Can relate diversity to mission of my department
- Describe issues and concerns which arise when values, beliefs, and practices differ from those of a dominant group
- Recognize factors impacting successful communication
- Appreciate the importance of various identities

Competency: Engaging in Diverse Relationships and Opportunities

- Engage in meaningful relationships that promote individual and societal transformation
- Develop knowledge and skills for designing a cooperative learning environment
- Teach and model conflict resolution techniques
- Encourage new programmatic partnerships across campus and in the community
- Engage in diverse settings, initiatives, programs and trainings
- Support and advocate for the recruitment and retention of underrepresented students, faculty, and staff

Competency: Sensitivity to Diversity

- Actively find ways to address systemic inequities within your department and/or the institution
- Promote a sense of physical and emotional safety while also discouraging inappropriate behavior that can affect the feeling of safety
- Affirm and respect each individual
- Value both differences and similarities among people
- Effectively manage conflicts and disagreements