

# *A Toolkit for Institutions Recruiting Women of Color*

## **Women of color have a right to work in environments that are...**

- **Psychologically safe** - We expect to express our views without fear and to be respected for what we bring to teams and environments.
- **Inclusive** - We want to be part of all conversations, not just those pertaining to diversity, equity, and inclusion (DEI). If we are the first, we want to make way for other women like us to join us in the immediate future
- **Transparent** - We want colleagues to share and profess the same messages about us privately and privately. Own your words as they relate to us.
- **Responsive** - We want challenging situations to be addressed before a workplace becomes toxic. Follow up about our concerns in a timely manner so issues do not escalate unnecessarily.
- **Open to change** - We expect our presence in an environment to make that environment better. Be receptive to what we are sharing even if it makes you uncomfortable.

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## **Women of color should be...**

- **Listened to the first time-** Assume that what WOC are saying is credible until it is disproved by processes and policies that protect the rights of WOC.
- **Supported-** Provide WOC with the resources (i.e., human, fiscal, physical) they need to succeed, realizing that these resources might differ from those required of others or may be tailored to the needs of WOC.
- **Acknowledged-** We are more than diversity hires and checklists. Recognize our contributions beyond our demographics.
- **Presumed competent-** We are credible in our environments and expect to be treated as such. Assume that we earned our credentials as WOC not because we are WOC.
- **Trusted-** We are gatekeepers for WOC who will come after us. As such, we want what is best for our organizations and will offer advice for everyone to succeed. We are not critiquing to sabotage the organization. We want to be included in decision making relevant to our work and scope of ownership and be given authority that aligns with our scope of responsibility.
- **Retained-** We enter environments to contribute to them. Engage with us as if you want us to stay in your workplace our entire careers. We want to advance based on our performance. Do what you can for us to become productive members of teams.

## **Women of color expect colleagues to...**

- **Educate themselves about DEI issues. We are not obligated to be your training programs, teachers, or coaches. If we spend time engaging in DEI activities that are outside of our normal work roles and responsibilities, we expect to be compensated accordingly.**
- **Be allies when needed.**
- **Not retaliate against us for saying what you may not want to hear.**
- **Recognize that your norms may not be our norms.**
- **Allow us to speak for ourselves. (No gaslighting.)**
- **Partner with us and not dominate us.**
- **Give us constructive feedback.**
- **Be champions for us. (Not a zero sum game).**
- **Not undermine us to protect themselves.**
- **Speak truth about situations even if they are uncomfortable.**