



THE DIVERSITY CONSORTIUM OF TOMPKINS COUNTY (DCTC) EDUCATION PROGRAM

Call for Workshop Presenters

Enhancing capacity for an inclusive workplace. Educating for an inclusive community.

The Diversity Consortium of Tompkins County (DCTC) is pleased to invite interested parties to submit a *Confirmation of Interest* response to participate as a workshop presenter for the DCTC's diversity Education Program. The Program includes a workshop series designed to complement DCTC's biennial Diversity Roundtable Conference. The DCTC Education Program offers a unique capacity building opportunity for learning more about diversity and inclusion, and for gaining skills and knowledge that can be applied in the workplace and beyond.

About the DCTC

The Diversity Consortium of Tompkins County is a non-profit affiliate-membership organization dedicated to promoting diversity, inclusion, and social justice throughout Tompkins County and neighboring communities. Since its founding in 1999, the DCTC has provided a variety of educational opportunities to address an ongoing community need for diversity and inclusion awareness, education, and training. Private and non-profit entities, community-based organizations, and the public sector are among those that have participated in DCTC-sponsored workshops, conferences, and special events. More information is available at www.diversityconsortium.org.

About the Call for Workshop Presenters

In 2014, the DCTC launched an Education Program comprised of workshops and forums on an array of diversity, inclusion, and social justice issues, particularly as these relate to a healthy workplace climate and culture. The Education Program aims to further the DCTC's commitment to creating diverse and fully inclusive workplaces for Consortium affiliate-members and for other local organizations and Higher Ed institutions in an effort to improve understanding and acceptance of the value of diversity.

The DCTC actively seeks ideas for workshop content and experienced workshop presenters to include in the Education Program. We are interested in a variety of diversity and inclusion topics, including, but certainly not limited to, the following:

- Implicit Bias
- Legal Barriers to Employment
- ADA and Other Legal Requirements Related to Disabilities
- Customer Service Across Cultures
- Planning for Culturally Responsive Service Delivery
- The Power of Respectful Language

- Gender Composition and Negotiations
- Workplace Bullying
- Diversity in Hiring
- Mediating Multicultural Conflict
- Improving Employee Satisfaction and Retention
- Management and Team-Building in a Multi-Generational, Multicultural Work Environment
- Honoring Holiday Traditions
- Effective Use of Diversity Metrics
- Assessing Organizational Culture and Developing a Sustainable Diversity Program
- Assessing the Effectiveness of Workplace Diversity Initiatives

The committee is also very open to suggestions on other workshop topics, particularly if you have an existing workshop presentation that relates to diversity, inclusion, and social justice, but falls outside of the sample list above.

About the DCTC Education Program

This Education Program has evolved from the ongoing success of the DCTC's flagship event—the Diversity Roundtable, a one day community-wide conference that takes place every two years. The DCTC is expanding on this knowledge sharing and networking experience by offering a workshop series on alternate years from the Roundtable. The intent is to enhance the availability of valuable diversity training options locally.

The workshop series consists of 6 separate training opportunities, either half-day (3 hours) or full-day (6 hours) workshops, scheduled over a 10-month period. The workshop series begins in the fall of each year and continues through late spring of the following year.

The series is marketed primarily to the employees of DCTC affiliates—this includes almost every major employer in Tompkins County, New York and several smaller local businesses and non-profits—but will be open to anyone interested in diversity and inclusion professional development, improving cultural awareness, or enhancing employee relations.

The DCTC is seeking experienced presenters to share their knowledge and expertise. This is an exciting opportunity to be part of an ongoing diversity and inclusion education program while expanding one's professional network to include a variety of employers, HR practitioners, business leaders, and other community representatives in Tompkins County and surrounding areas.

Being a DCTC Workshop Series Presenter

Workshop Presenters serve as the frontline of the DCTC Education Program. They are the program's subject matter experts on an array of diversity and inclusion topics and issues, presenting current and compelling workshop content in a way that is both informative and engaging.

Presenters will work in concert with DCTC Education Committee to determine workshop goals, content, length, and target audience.

Compensation will be determined based on number of presentation hours and number of registered workshop participants.

The Human Services Coalition (HSC) of Tompkins County has partnered with the DCTC and will act as the logistics coordinator for the Workshop Series. Presenters will work directly with HSC representatives to finalize scheduling, marketing, participant registration and other workshop details. The HSC will also be responsible for finalizing the Presenter's formal agreement.

Confirmation of Interest

If you are interested in being a DCTC Workshop Series Presenter, you are invited to submit the following items:

- a) A brief description of your workshop(s), including content overview, intended audience, workshop length, learning objectives, etc.
- b) A brief professional bio, with emphasis on your experience within the field of diversity, inclusion, and social justice training
- c) Three professional references related to your training experience.

Please limit your Confirmation of Interest package to four pages. This is a rolling application process so Confirmation of Interest proposals may be submitted at any time.

All information should be sent electronically to DCTCworkshops@tomkins-co.org.

Please allow 30 days for a response.

Thank you for your interest in working with the DCTC.