

# **Facilitator's Guide**

### Description

<u>"The Courage to Win Together,"</u> focuses on the importance of Diversity and Inclusion to winning teams and executing an organization's strategy.

### **Objectives**

This video is intended to build awareness of diversity and inclusion by encouraging discussions about:

- Overcoming adversity to accomplish something worthwhile
- Understanding where we get our source of strength
- Understanding how we see courage in ourselves versus how others may see courage in
  us
- Understanding the value of diversity in teamwork

### **Target Audience**

This program is intended for groups, organizations and people interested in building inclusive communities through dialogue and discussion.

### **Tips for Facilitating**

As a facilitator, your role is to encourage discussion. Considering the opinions and points of view presented in this video, focus discussion on those conversations and thoughts that affect inclusion, respect, and valuing others. To best facilitate the discussion, **carefully review the video and prepared materials in advance of presentation**.

#### **Guidelines:**

- Review all presentation materials and the video in advance of your session.
- As you begin the session, establish ground rules for sharing (see Ground Rules Samples on page 3).
- Stress the need to be respectful of others.
- Set expectations for the session by sharing the objectives (see Objective Section above) and agenda.
- Actively manage time to allow sufficient discussion of the topics highlighted in the video.
- You may encounter off topic comments in your session. Prepare to steer the
  conversation back on topic. An example of something you could say might be "That is
  an interesting comment. Let's discuss it further after the session to allow time to cover
  discussion items more directly related to the video."
- At the conclusion of the session, thank everyone for their participation.

# **Materials and Equipment Needed**

Video: "The Courage to Win Together"

Click on link: Video located at <u>www.ameren.com</u> under *Discussions Across Differences*.

Wi-Fi or data connection is needed to view video

Laptop with Video Screen, or Room with Projector and Screen for showing video Facilitator Guide Participant Booklet

# **Time Requirements**

Room Set-Up: 5 minutes <u>Video:</u> 8:28 minute runtime

Discussion Time: 30 - 40 minutes

# The Courage to Win Together

### Introducing the Program

Welcome participants. Explain that the video they are about to view focuses on courage and leadership. It features Jackie Joyner-Kersee, is one of the most decorated female athletes of all-time, dominating the track and field circuit for 16 years and winning three gold, one silver and two bronze medals in four Olympic Games. Ask participants to be thinking about the message Jackie shares and what it means to them.

Give advanced notice that there will be questions following the video for discussion and learning.

## **Provide Sample Ground Rules for Clips Discussion**

Facilitators, encourage people to be involved as active listeners and participants. No one else knows a person's thoughts and experiences as well as that person. Suggested ground rules are below. The bracketed portions are optional, so, feel free to include or not.

Participate I encourage you to participate. [You will find you will get more out of the

program, likely, enjoy it more and hopefully, even have a little fun.

Respect We expect everyone to be respectful. [Not everyone may agree with each

other, but when we are respectful, we live up to the organization's values. With respect, we establish, maintain and even improve the way we relate

to one another.]

Open We hope you will be open.

Educate We're here to learn and to inform, but we are all students of diversity.

[Some may not have any experience participating in discussions of this nature or on these topics. And some may not have done so in a work environment. So, we expect understanding as we learn how to talk about these issues, because some of us may not feel we have the "right" words

to share our thoughts.]

Share Sharing our experiences, respectfully, can help us connect with each

other. Doing so, also can helps us build trust.

As you ask questions, remember to allow people time to think before they respond. Do not jump in too quickly with your own answers.

❖ View Video (Run Time: 8:28)

# Group Discussion

For large audiences (more than 10-12 people), consider dividing into smaller groups to discuss questions. Key points from each small group can be shared with the larger group and captured on the flip chart at the conclusion of their discussion.

### **Discussion Questions**

1. What were some of the messages Jackie shared?

#### **Possible Answers:**

- Through physical and mental challenges one may encounter, it's important to reach out to family and friends as a resource.
- The road we map out (to push through challenges) may take a different path than
  what we planned. This doesn't mean we failed; it means we have to be persistent
  and keep going. We need to show understanding and believe in the path we are
  taking.
- Courage is challenging your comfort zone and facing your fears.
- Success is being able to have independence knowing you have laid a foundation.
   You also have the issue and responsibility of living up to it.
- 2. A person's source of strength can come from many places. Where do you think you get your strength?

#### Possible Answers:

- Parents, grandparents, family members.
- Internally within own self.
- Co-workers, mentors, supervisors.
- I never thought about where my strength comes from.
- 3. It takes strength and courage to step up as a leader. Jackie said she has never been afraid to speak up or step in when someone was going down the wrong path. Have you ever stepped in to help someone at work "not to go down a wrong path" or has someone done this for you? How did it make you feel? What impact do you think it had on results?

#### **Possible Answers:**

- It takes courage to step in. You may not want to step on someone's toes or make
  it seem you know better than them, but it could really help if you have the
  courage to step in.
- A person could be offended or put off, but I think in the end, they would realize
  the person did it because they cared about the person and/or the successful
  project outcome or with safety, someone's well-being.
- If done respectfully by the person stepping in and if the person can be open, it could be a huge win and improve the team overall.

4. It takes courage to include others who you are not familiar or comfortable with. Can you give an example of how being inclusive has improved your work team, your department, or our organization?

#### **Possible Answers:**

- By engaging in open dialogue at different levels and developing a shared understanding that inclusion takes commitment and hard work from every member of the team.
- By bringing different skills, experiences and perspectives to the table.
- Considering alternative resources to aid inclusion: documents in Braille or large print (large print can be useful for everyone not just individuals with disabilities).
- Producing documents (such as flyers or regulations) in several languages. This
  will improve access and may avoid misunderstandings.
- 5. The video referenced how companies could prosper when team members work together and listen to one another. What could each of us do to improve our ability to work together?

#### Possible Feedback:

- Being open to receive and hear what is being said.
- Asking for other's perspective and sincerely listen with the intent to understand from their perspective.
- Trying to resist the urge to personalize or internalize disagreements.
- Being open to constructive feedback from a perspective of learning new ways to do your work.

# **Review Objectives**

- Overcoming adversity to accomplish something worthwhile
- Understanding where we get our source of strength
- Understanding how we see courage in ourselves versus how others may see courage in us
- Understanding the value of diversity in teamwork

## **Closing Comments**

Conclude the session by sharing your organization's or group's policy statement or position on diversity. Be sure to thank the participants for their contributions to discussions and for their time.

# Survey

Please take a few minutes to complete a brief survey on the *Courage to Be All In* video series: Click on link: <u>Ameren's 2017 Discussion Across Differences Survey</u>

Let's keep the dialogue going.