Diversci

SPARK is a reflection tool to get your team thinking on the topic of inclusion, diversity and equity ! It allows for awareness raising, discussions and helping you design your road map for change.

TIME

SPARK is a half-a-day workshop: you will need a minimum of 2 hours. We recommend to include a 10 min break between step 2 and 3.

FACILITATION POSTURE

It's always better to keep a distance when you facilitate a difficult discussion. As a facilitator you are not an expert, and your role is to guide participants through the process. Pay particular attention to dominant/dominated positions, majority/minority... because contexts of communication are never neutral.

SUGGESTION: If you are uncomfortable facilitating these activities, please don't hesitate to have an external facilitator.

PARTICIPANTS

The SPARK workshop is designed for small discussion groups(25 max).

If you are a big organisation, gather your first 20 people strategically, as this it will create enthusiasm and help you influence other team members. You can also create groups randomly based on people's availability. It is recommended to mix departments, but you can choose to have a homogeneous group of responsibilities (e.g. board member + management + middle management).

MATERIAL NEEDED

You only need to download the Spark template on MURAL. MURAL is an online white board. If you or your team have never used Mural before, take an extra few minutes to explore zooming, navigating and click-dragging.

SPARK is available in:

▸ German: https://app.mural.co/template/ea91695d-4b3e-4e24-a184-665f4d480c54/29bc50cc-2723-48f3-af2c-702cc536d739

▸ Dutch: https://app.mural.co/template/906183dc-312c-4806-a1ae-6ea43a125508/68cf221a-8326-4230-b5d7-4aee5c97b8db

▸ English: https://app.mural.co/template/340c8c68-9f06-4e07-aef6-04c9d4c9ff9d/40352cad-575c-4a83-b7a8-6cc970d85b11

▸ French: https://app.mural.co/template/e5af29a0-9a56-45d6-97bf-698c093d97fd/8559d125-b62f-4bab-a88f-de43933d67c9

▸ Portuguese: https://app.mural.co/template/5238da65-bb16-453f-a1f7-2c272854984e/5d952116-6f79-440e-b517-81be4caed19d

MURAL TIPS: When you share the link to Mural, encourage people to 'minimise' their video chat window so they can still hear and see the speaker while interacting with the board. It will take longer than you expect for everyone to join. Allow for time to talk complete Mural-beginners through the basic navigation. You might want to screen-share to show people Mural before sharing the link so they know what to expect.

Our MURAL template:
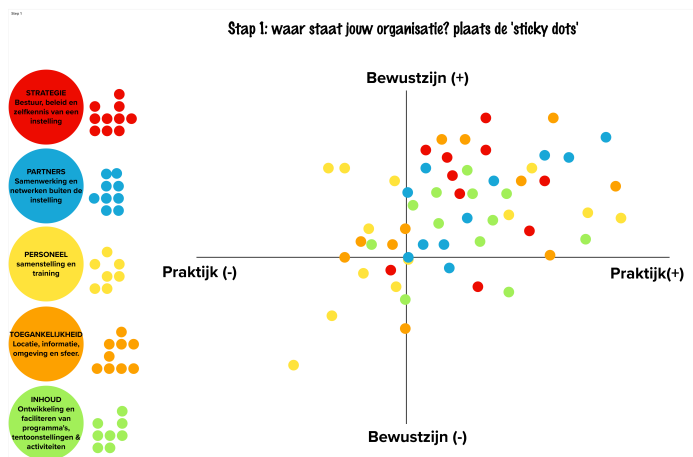

STEP #1

STEP #2

STEP #3

STEP #1.1 YOUR DOTS

SPARK is based on Diversci transversal pillars: Access, Content, Partners, Staff and Strategy.

Facilitator's role:
▸ to introduce the 5 pillars,
▸ to set up an atmosphere of trust and even playfulness, and
▸ to guide the participants.

Process:
1. Introduction to SPARK and MURAL.
2. Introduction to the 5 pillars. You can read definition or question to help participants understand the meaning of each pillar.
3. Each participant has 10 minutes to place their 5 dots (1 for each pillar) on the graph. Ask participants to drag each color dots on the graph and place them to their convenance. Encourage participants to be spontaneous and welcome any placement/opinion.

Step 1: Take your dots and place them on the grid

STEP #1.2
YOUR GRAPH

It is now time to analyse and reflect on your graph.

Facilitator's role:
‣ to guide the debrief session,
‣ to point out contradictions, and
‣ to support minority views as they usually reflect valuable elements.

Process:
1. Start by collecting participants' feelings and impressions before going to the analysis.
Examples of questions: How did this activity make you feel? Where are the colours clustered? Where are the contradictions?

If you feel that all the dots are clustered on the upper right, move the axis.
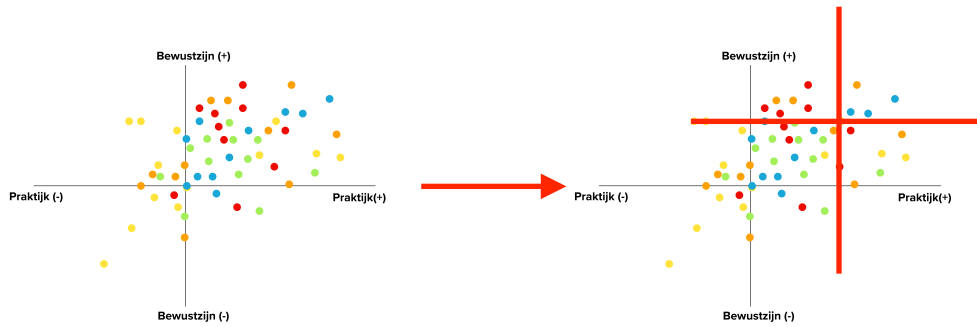
2. Debrief per pillar. Don't hesitate to circle or connect the dots that have a focused view on one pillar using the mural drawing tool.
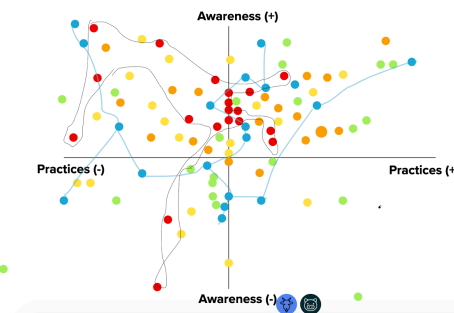
STEP #2
CHALLENGE
YOUR VIEWS

Facilitator role:
‣ to guide participants, and
‣ to support the discussion.

Process:
1. Participants have 10 minutes to choose the cards that really got them thinking.
2. They should place a little icon on the card they chose.
3. Share and discuss.

Step 2: Choose a card that really got you thinking

STEP #3
YOUR PLAN

Facilitator's role:
‣ to guide participants, and
‣ to support the discussion.

Process:
1. Participants should use the post-its to list three practices you, as an organisation, can stop, start or continue to be more inclusive and equitable.
2. Share and discuss.
3. Collectively decide what practices you agree on.
4. At the end of the session, inform participants about the follow-up.

Tips:
You need to have the same number of practices you would like to start as practices that you would like to stop.

Step 3: Entscheiden wir gemeinsam, welche Aktivitäten es gilt aufzuhören, zu starten, fortzusetzen.

FORTSETZEN

START

STOP