

Housing Diversity Network

Trainer's Pack | Introduction to Equality and Diversity (this is the first 2 pages of the 16 page training pack) 2.5 hour session

This training pack is for housing providers to deliver introductory equality and diversity (E&D) training for staff in relation to their role within the organisation. The materials can be easily adapted to use with Board members, managers or tenants, or to create a refresher session. The session works best with groups of 10-14 participants.

The aims of the session are to provide an overview of the importance of (E&D) in the context of employment and service provision and to raise awareness of current E&D issues in the housing sector.

The pack consists of:

1. Pre-course questionnaire
2. PowerPoint presentation
3. Session plan
4. Training exercises and handouts
5. Video clip
6. Session plan guidance
7. Evaluation form

The Train the E&D Trainer session will go through all the materials and delivery of this session, highlighting discussion points and additional resources.

The session covers:

- What do we mean by E&D?
- Why's it important in your day-to-day work?
- What does the law require?
- What can you do practically to promote E&D?

Sample Programme

10.00am	Welcome and introductions
10.15am	What do we mean by E&D?
10.30am	What are some of the issues for different groups?
11.25am	Break
11.40am	What does the law say?
11.45am	Promoting E&D
12.30pm	End of session

1. Pre-course questionnaire

Appendix 1

The purpose of the pre-course questionnaire is to gauge participants' experiences of equality and diversity training. This will enable the session to be delivered in a way that is most helpful and relevant and can give prior notice of any concerns that people may have about coming to the session. The pre-course questionnaire also identifies any particular learning or training needs. Using the pre-course questionnaire is optional.

2. PowerPoint presentation

Attached as a separate file

The purpose of the PowerPoint slides is to deliver key information to participants, invite discussion and questions and to support the presentation of the training. The slides includes notes on issues to draw out and highlight, and references where appropriate.

3. Session plan

Appendix 2

The session plan is an outline step-by-step plan to guide the trainer through the session. This pack includes more detailed session plan guidance and suggestions of how to deliver each section of the training.

4. Training exercises and materials

Appendix 3

The training exercises and materials support the delivery of the training. There are a number of different interactive exercises designed to engage and include everyone and appeal to different learning styles. They consist of:

- Icebreaker
- Quiz
- Definitions
- Case studies

5. Video clip

Attached as a separate (flash video/flv) file, also available as a YouTube clip

This training use a video clip called '*What am I afraid of?*' which highlights older gay people's experiences of discrimination in a care home setting in the context of human rights law.

6. Session Plan guidance

Appendix 4

The session plan guidance provides more detail on delivery of the session, with suggestions of issues and points to draw out for discussion and learning.

7. Evaluation form

Appendix 5

The evaluation form is to assess the extent to which participants have gained awareness E&D issues and appreciate these in the context of their role.

A selection of the powerpoint slides that accompany the training pack are provided below.

Today's session covers:

- What do we mean by equality and diversity?
- Why's it important in your day-to-day work?
- What does the law require?
- What can you do in your job role to promote equality and diversity?



We'll be looking at:

- Different forms of discrimination
- Stereotyping and prejudices
- Respect at work

Unconscious bias

- Research shows that our brains jump to assumptions and conclusions without us even knowing it.
- It applies to how we perceive other people.
- Natural preferences for certain types of people- people like us
- A process that bypasses our normal, rational and logical thinking- we don't know we're using it
- A tool to allow us to sort people quickly into categories - we can then deal with them more quickly



- The categories we use might not be logical or even legal

"It's just a bit of banter"



**So where's
the line?**

