

TAKE-5 FOR INCLUSION & DIVERSITY

CREATING AN INCLUSIVE WORKPLACE (BY QUALITY I&D CHAMPIONS)



INTRODUCTION:

Scenario 1: *Imagine attending a Crew Talk and one of your teammates begins to talk about an issue he experienced while performing a recent job assignment. Craig, a new team member, tells him that he experienced the same problem on another project and begins to share the steps he took to correct the issue. Suddenly, a different member of the team interrupts by saying it may have worked over there but it won't work here. He then proceeds to offer his own opinion. Unfortunately, the other team members stand by in silence. The new team member begins to wonder if anyone values his opinions or previous experience. **Today's Take-5 for Inclusion and Diversity is about creating an inclusive work place.***

What is an inclusive environment? (Let team members answer.)

In an inclusive environment, employees embrace the ideas, opinions and contributions of all team members in their group, organization and community. They value and practice respect for the talents, beliefs, backgrounds, experiences and ways of living of their teammates. It includes commitment and support from leaders, teammates and others so that we, individually and collectively, can do our best work.

Scenario 2: *Karen is new to the team. During a Crew Talk, she shared an issue she recently had with a job assignment. After Karen finished explaining the situation, her supervisor turned to her teammates and asked for their feedback on how they would solve the issue. Each team member provided their input and as a team, they were able to provide Karen the best solution to the problem.*

In this scenario, the supervisor created an inclusive and collaborative workplace where everyone felt safe to offer their ideas. So what can you do to help create an inclusive environment?

- **Listen well:** Actively listen to others; seek to understand and then to be understood. Avoid interrupting or jumping in. Show your fellow teammates the respect they deserve.
- **Opinions matter:** Take time to actively seek out the opinions of each team member. Diversity of thought and ideas leads to improved safety and quality, greater productivity and innovation.
- **Not limited to supervisors:** Each of us has an opportunity to be an inclusive leader every day. Let's make each day count!
- **Value everyone:** Each person has a valuable contribution to make at NNS. When we actively allow each other to contribute to the best of our abilities, we are helping our Shipbuilding family members to Build Good Ships.

RECAP:

All employees, regardless of position or title, have a responsibility to foster a work environment that embraces inclusion and diversity, and champion initiatives that make inclusion an organizational priority.