



Inclusive communication

From increased diversity, hybrid working and collaborating within multi-generation teams, the demands placed on leaders and managers to communicate more inclusively has never been greater. Research suggests that a 'one size fits all' approach to communication leaves employee groups feeling disengaged and less included. In this course, delegates explore what is required to resonate across all areas of their business and create a personal action plan to deliver this.

Around 2 hours • Face-to-face or virtual • Typically 4-15 participants • Supported by course notes • Interactive

Key course elements

What is inclusive communication?

- Explore the traits of an inclusive communicator
- Amplifying voices within a diverse setting

Communication in your world

- Barriers to inclusive communication
- Creating and assessing communication channels to engage a diverse team

Developing an inclusive communication style

- The 4 As of inclusive communication
- Developing your own inclusive voice
- Create a personal action plan

Participants will learn to...

- Recognise the traits of an inclusive communicator
- Explore communication channels with an EDI lens and identify areas for development
- Sponsor different groups to have a voice within the organisation
- Tools and techniques for developing an inclusive approach to communication
- Create a tangible action plan which translates learning into everyday actions

BiteSize Learning

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