

AWARE INCLUSION ACTIVITY PACK

Institution of
**MECHANICAL
ENGINEERS**



Improving the world through engineering

INCLUSION ACTIVITY PACK

Introduction

Welcome to your activities pack, in here you will find a variety of different activities, reflections and questions that will help you create greater awareness about general knowledge around inequality and how to nurture a more inclusive environment in our everyday.

The best way to work through this pack is to choose any activity that sparks your curiosity and to just give it a go, there is no right or wrong way to create inclusion and what may work for one person or team may not work for another. Once you have completed an activity don't forget to talk about it to other people at the Institution and to share your learning so that other people have the opportunity to learn with you.

ACTIVITY ONE

Implicit Bias Test

Building awareness around our what our unconscious biases are (otherwise known as implicit bias), is a great way to becoming more aware of the ways we may be unintentionally acting in a non-inclusive way.

Whilst it is difficult for us to change our unconscious biases, being aware of what they are brings them to our conscious mind allowing us the opportunity to question them and challenge our own thinking.

This simple implicit bias test will help you to identify where your hidden biases are and you can choose from a number of tests around different identifying factors (e.g. race, gender, disability etc.).

The test is completely anonymous and you can do it as many times as you like: <https://implicit.harvard.edu/implicit/selectatest.html>

ACTIVITY TWO

Diversity Iceberg: Reflection

The 'Diversity Iceberg' is widely used when we start to explore D&I in more detail as it helps us to visualise what we can see about a person and what we can't see about them.

A person is made up of many different aspects of diversity and our identities are important to us, unfortunately a lot of the time people will only see what is above the 'Waterline of Visibility' before they get to know us and make assumptions about all of the details below the waterline. This can lead to prejudice and different treatments of people and is not based on fact or logic.



Looking at the image above, reflect on the following questions:

1. Looking at the 'Waterline of Visibility', which aspects of me have people assumed were different to how I actually am?
2. Do you think everything they could see above the line made them make assumptions about who you were?
3. How did that make you feel?
4. Can you think of a time that you have previously made assumptions about another person because of what you could see above the 'Waterline of Visibility' that turned out to be different once you got to know them?
5. How can you challenge your assumptions about someone before you've got to know them moving forward?

ACTIVITY THREE

Growth Mindset Scaling

After looking through the quick skill around 'Growth Mindset' have a think about the following statements and scale yourself against them (1-10 1 being the statement doesn't reflect you currently and 10 being that it does):

- When I make mistakes I may feel upset, but I move on quickly and learn from them.
- I am not interested in being perfect in everything I do, instead I'm more interested in progressing forward, even if just small steps
- I stick with tasks and projects in my work and personal life, even when they become difficult
- I embrace new challenges and look for ways to improve situations
- Although uncomfortable, I regularly take myself out of my comfort zone as I know that is where the best learning happens
- When something goes wrong, I work hard to find a solution and try new things
- When I fail at something I don't give up, I realise that I just can't do it YET
- I believe that my ability in working and personal life can be improved by learning and adapting

If you scored yourself higher then you're more likely to have a growth mindset than a fixed mindset.

Growth Mindset Reflection Moment

Review your scaling and look at the areas where you have scored yourself the lowest, these are areas for you to focus your energy on when looking at improving your growth mindset.

Here are 3 tips to help you improve your growth mindset once you know the areas you would like to focus on improving:

1. Take yourself out of your comfort zone, don't believe you can learn a new language – try it, put yourself out there and you'll be surprised as what you can learn. Doing more things like this will help you to build your growth mindset as you will see it positively influencing your life and you will gain more confidence in your ability.
2. Reframe failure as a learning opportunity – those with a natural growth mindset do this daily, so every time you're disappointed that you got the wrong outcome or you did something wrong, instead look at how it can be improved next time and use it as a learning opportunity.
3. Get into the habit of saying 'YET' at the end of negative sentences where you are putting yourself down e.g. I can't do this 'YET' or I don't know how to answer this question 'YET'

ACTIVITY FOUR

Micro-Affirmations

We hear lots about micro-aggressions and whilst we've explored them during this module we have looked at their counterparts 'micro-affirmations' (to remind yourself of what they are have a look at the micro-aggression quick skill in this module).

Micro-affirmations are the opposite of micro-aggressions and help to create a sense of inclusion and belonging within an organisation. So, try any of these the next time you are interacting with others at the Institution to see how easy they are and to spread inclusion through miniature moments:

- Is there someone in the team that is more junior/newer or less confident than the others? Ask them for their opinion on a piece of work that you are doing – you can do this during a meeting or one-to-one. This highlights the importance of collaboration and helps the person to know that their thoughts and opinions are valued within the team.
- Stop by someone's desk to have a chat, drop them a Teams message or chat in general and ask about someone's life outside of the Institution whilst waiting for others to join the virtual meeting
- Show that you trust another person by sharing something about yourself and opening up the opportunity for them to share something with you – this creates greater connection and builds greater trust
- Shout out about someone's great work and give credit and praise when someone has done something good, ideally in front of them and other people
- Listen — invite someone to speak, pay attention to their words, ask thoughtful questions
- Offer support to people that may not be as comfortable as you to speak up
- When you step into a virtual or real-life meeting, ensure you proactively greet everyone there

Micro-affirmations is all about being intentional in the way you include people, so find other ways that work for you and your team outside of these suggestions.

ACTIVITY FIVE

How Diverse Is Your Universe: Reflection

How diverse is your universe? Take a moment to look around you at the people in your life and look at how much diversity is in your friendship groups, your local community, in your working life and social parts of your life.

Do you have a good balance of people in your life that are:

- A different gender to you?
- Different ages to you?
- Different cultural backgrounds to you?
- A different race to you?
- Have different abilities to you?
- Have a different sexual orientation to you?
- Have different hobbies to you?
- Have different political views to you?
- Live a different lifestyle to you?
- Were born in a different country to you?
- Speak a different language to you?
- Practice a different faith to you (or practice a faith at all/don't practice a faith)?

Having a more diverse group of people around us that think and act differently to us allows us to build greater empathy and understanding around things that we don't understand. It also allows us to remove the fear we may have of the unknown and that breaks down barriers and creates greater inclusion and belonging.

So, if you have any areas of your life that are not as diverse as they could be then speak to more people at the IMechE that are different to you, as this will help you to build greater diversity within your universe and allow you the opportunity to get to know more about your peers.

FURTHER LEARNING

If you're a keen advocate for everything D&I and would like to explore this topic further, then here are some free online courses that will help you to delve deeper into this fascinating world and equip you with even greater skills to lead others inclusively at the Institution.

Unconscious Bias eLearning

<https://www.mslearning.microsoft.com/course/72169/launch>

Diversity & Inclusion In The Workplace

<https://www.coursera.org/learn/diversity-inclusion-workplace>

Leading Diverse Teams

<https://www.coursera.org/learn/diverse-teams>