**Worksheet for Increasing Organizational Inclusion and Affirmation to Support Positive Youth Development**

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**Session Objectives:**

* Explore the Socio-Ecological Model (SEM) as an organizational change framework
* Identify barriers and challenges in their organization to implementing this framework, across the varying levels of influence
* Identify areas of strength and celebrate successes, across the varying levels of influence
* Identify Action Items at each level of influence, including smart objectives and action leaders

**Notes on Defining the Work:**

**Notes on Defining the Moment:**

**Notes on Socio-Ecological Model Framework:**

**My Action Steps:**

1. To improve my knowledge and skills, I will \_\_\_\_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. To expand my professional and social networks, I will \_\_\_\_\_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. To increase affirming environments and ethos where I work, I will \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. To support positive cultural values and norms, I will \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_
5. To support improved public policy, I will \_\_\_\_\_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Areas of Greatest Impact:**

1. I will support policy improvements by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. I will support system improvements by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. I will support environmental improvements by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Next Steps: SWOT Analysis (Example)**

|  |  |
| --- | --- |
| Strengths | Weaknesses |
| * Established commitment to inclusion & diversity
* Existing non-discrimination statement
* Investment in professional development opportunities
* Existing Principles of Community
* Establishment of an Inclusion & Affirmation Committee
* Existing FAQs to support personnel and volunteers

  | * Lack of knowledge about how many LGBTQ+ folks participate in programming
* Absence of publicly “out” role models in the organization and our communities
* No formal training for staff and volunteers
* Lack of funding to support training needs
* Efforts are not consistent across all program areas/units
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| Opportunities | Threats |
| * Existing state and federal legislation
* Existing partnerships with other youth-serving, community-based organizations, and states can be increased to improve efforts
* Grant funding opportunities
* Working with large 4-H alumni populations
* Working with strategic communication services to improve messaging
 | * Enrollment systems and effort reporting software limits gender/sex categories
* Potential to increase inequities, barriers, and conflicts
* Potential to alienate stakeholders
* Potential to increase harm to communities working to support
* Potential impacts on existing funding
* Implementation without administrative support
 |

**Complete Organizational SWOT**

|  |  |
| --- | --- |
| Strengths | Weaknesses |
| * List your organizational strengths related to inclusion & affirmation
 | * List your organizational weaknesses related to inclusion & affirmation
 |
| Opportunities | Threats |
| * List external opportunities that could improve your organizations’ inclusion and affirmation
 | * List external threats that could negatively impact your organizations’ inclusion and affirmation
 |

**Next Steps: Develop Action Items for each Level of Influence**

* Identify Action Leader: Identify Action Item (Individual LOI)
* Identify Action Leader: Identify Action Item (Interpersonal LOI)
* Identify Action Leader: Identify Action Item (Organizational LOI)
* Identify Action Leader: Identify Action Item (Community LOI)
* Identify Action Leader: Identify Action Item (Public Policy LOI)

**Next Steps: Develop SMART Objectives for All Action Items**

Example:

* Specific: Increase diversity of Board Members by race/ethnicity
* Measurable: Addition of at least 2 people of color
* Attainable: Discuss if we can we do this.
* Relevant: Discuss why is it important that we do this.
* Time-bound: By December 2020

**Next Steps: Evaluation & Reflection**

Keep track of organizational progress for each SMART Objective (quarterly; annual basis)

* + What has been accomplished?
	+ What has not? What are the barriers impacting our ability to complete these efforts? How do we overcome those barriers
	+ Are we seeing the results/impacts that we anticipated? If not, how can we modify our action items and SMART objectives for improvement.
	+ What’s Next?