

Inclusive Leadership Behaviors Checklist

The following list of inclusive behaviors from i4cp's *Diversity & Inclusion Values and Behaviors Survey* are ranked in order of importance for building a diverse and inclusive organization. If these behaviors are important to your organization's culture but are not exemplified by your leaders, it may indicate the need for intervention in either the leadership development process or the way that leadership performance is evaluated.

| | Important to culture | Exemplified by leaders |
|---|--------------------------|--------------------------|
| 1. Promotes the open acceptance of different points of view on the part of all team members | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Displays a nonjudgmental attitude that is open to different points of view | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Role models and advocates for inclusivity within their team or sphere of control | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Establishes productive relationships with people from other cultures, countries, races, and backgrounds (correlates to diversity and inclusion success) | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Helps their employees understand the business value of diversity and inclusion (correlates to improved market performance) | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Makes decisions and takes actions that reflect appreciation for cultural concerns and expectations | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Fosters and maintains an environment within their sphere of control that is welcoming and appreciative of the value provided by all the similarities and differences presented by every member of their team | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Effectively recognizes harmful conscious and unconscious biased behavior in others and addresses it through coaching of peers, subordinates, and superiors | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Maximizes effectiveness by assigning work that capitalizes on people's unique talents and abilities | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Utilizes different perspectives to generate more possibilities in creative problem-solving | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Advocates for changes that will make the organization more inclusive | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Takes actions to address and manage his/her own personal biases | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Increases the variety of ideas and perspectives in the workplace by proactively seeking, recruiting, and developing people from varied backgrounds | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Challenges exclusionary institutional practices and policies within the organization | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Adjusts processes to facilitate the full participation of all team members—including those with special needs—in meetings, conference calls, workshops, etc. | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Demonstrates awareness of differences in business customs and cultural practices in various parts of the world (correlates to diversity and inclusion success) | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Actively seeks input from others to reveal whether his/her personal behaviors reflect conscious or unconscious biases that affect employees or the business | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Accommodates employee learning style differences and preferences by providing a mixture of learning solutions | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Addresses linguistic challenges of meetings that include non-native speakers and adapts their communication to increase overall group comprehension | <input type="checkbox"/> | <input type="checkbox"/> |