

U.S. Department of Energy - Oak Ridge Office
Training and Development Group
Training Course Bulletin

Course Name: **DIVERSITY – LITTLE THINGS MEAN A LOT:
MICROINEQUITIES TO MICRO-AFFIRMATIONS**

Course Number: **000404**

Session Number: **0258**

Description: Diversity is the similarities and differences in the individual and organizational characteristics that shape our workplace. Inclusion is the means by which we optimize the benefits to mission inherent in our diversity by creating an environment of involvement, respect and connection, so that the full range of ideas and experiences are used to create business and mission value. Inclusive teams are characterized by open communication, transparent decision making and creativity. Research shows that words mean very little in terms of the real messages that we send and receive. The meaning of our messages is frequently delivered through subtle micro-messages. These subtle, often subconscious signals represent the core of the messages we send, and can either demonstrate inclusion or exclusion. This training shows awareness of the ways we value and devalue our colleagues impacts our workplace and its effectiveness. This web-based, interactive training combats this problem with fresh, positive and proven approaches that put inclusion at the heart of performance.

This course will fulfill the requirement in DOE Order 311.1B for all DOE employees to complete EEO/Diversity training annually.

Audience: All ORO Federal Employees

Location: Web-based: <http://orotrain.oro.doe.gov/diversity>

Due Date: September 23, 2011

You are not required to complete an electronic training request form for this training. Upon completion, you can print a copy of your Training Summary Record for your own files, but email notification will be sent to you and the ORO Training Center.

For additional information, call (865) 576-1082.

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