

HARMONY & INCLUSIVITY IN THE WORKPLACE

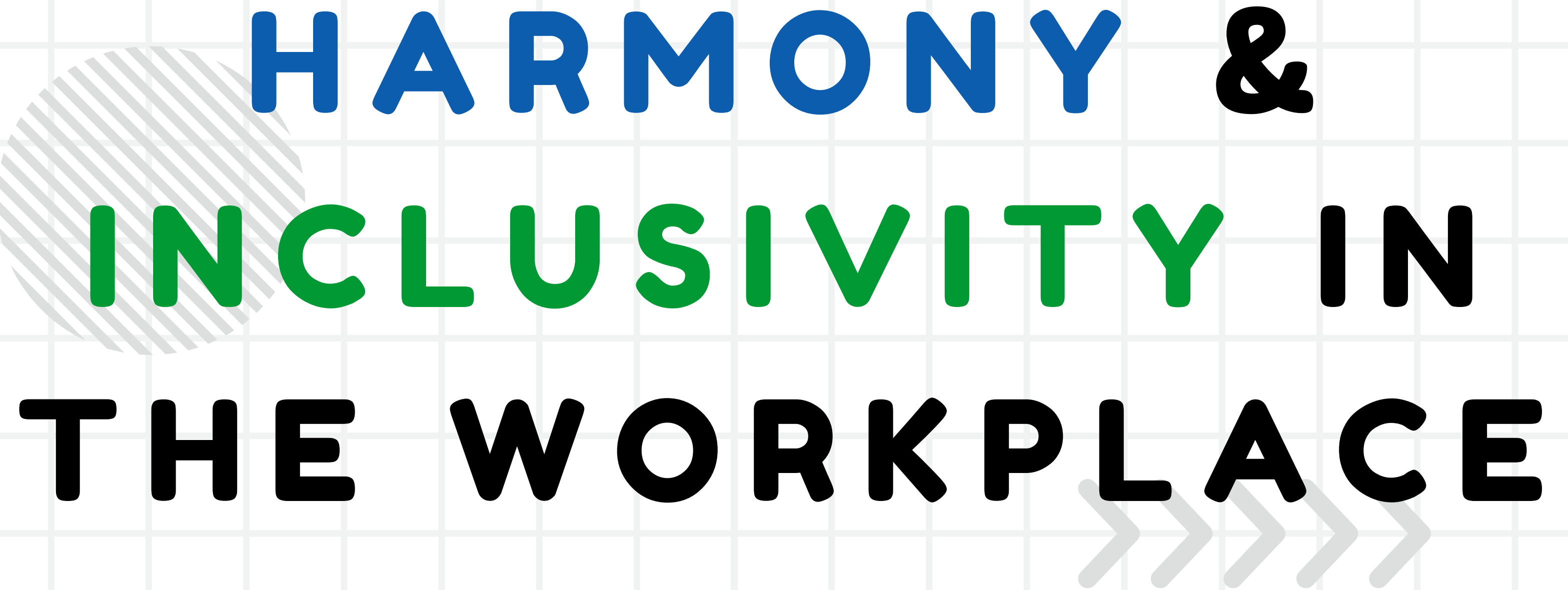
Dr. Gerard Edwards

**Education Associate, SCDE Office of Educator
Effectiveness & Leadership Development**




Spring Directors' Conference

Hilton Myrtle Beach Resort



HARMONY & INCLUSIVITY IN THE WORKPLACE



Spring Directors' Conference

Hilton Myrtle Beach Resort

HARMONY



Harmony makes small things grow,
lack of it makes great things
decay.

INCLUSION



- Inclusive teams are over 35% more productive.
- Diverse teams make better decisions 87% of the time.

Additional Sources: McKinsey, D&I Global Market Report, Peoplemanagement

TRUST



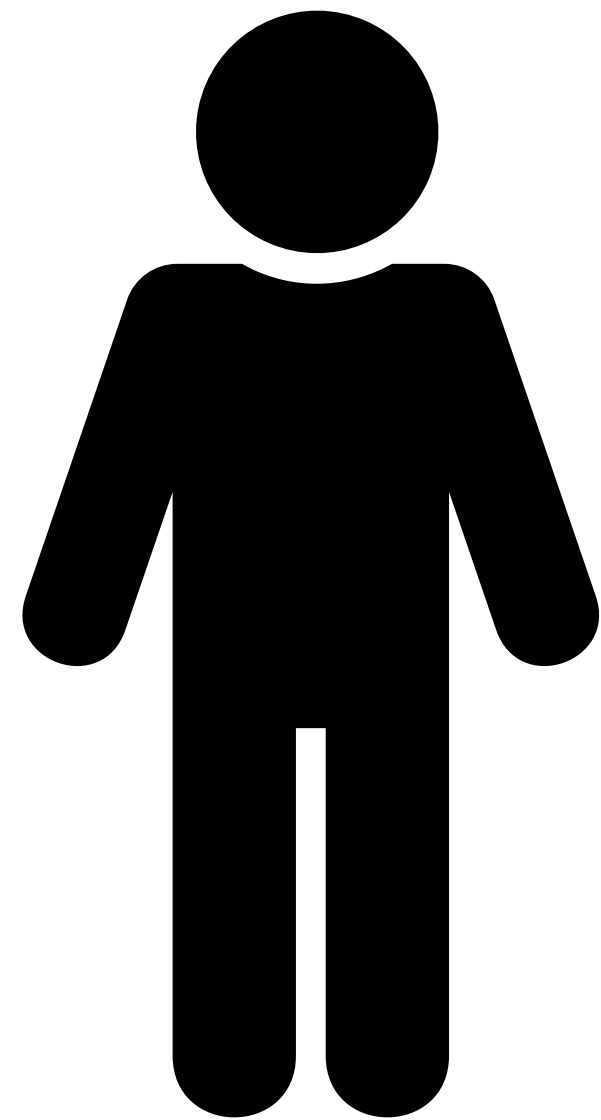
TRUST

“our willingness to be vulnerable to the actions of others because we believe they have good intentions and will behave well toward us.”

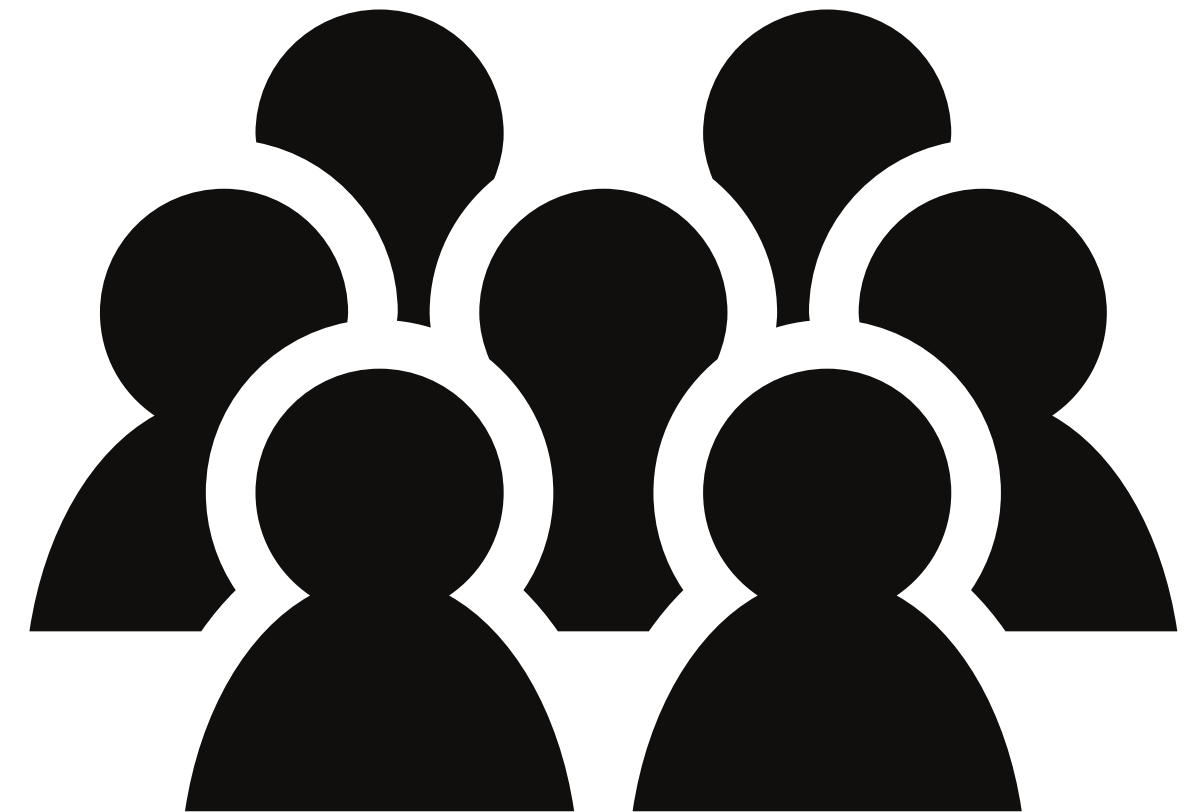
Sandra Sucher and Shalene Gupta, “The trust crisis,” Harvard Business Review, July 23, 2019



Trust is not a static!



Leader



Organization

Trust is a tangible exchange of value, and it is actionable and human across many dimensions.



TRUST

A team is not a group of people that work together. A team is a group of people that trust each other.

SIMON SINEK



Competence



COMPETENCY

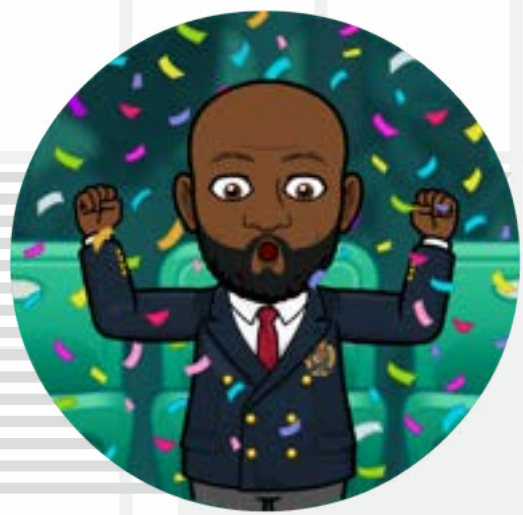
- Own your job and your responsibilities.
- Do your job **efficiently** by the standard (team, district, state, or industry)
- Pursue **mastery** in your area of expertise.
- **Model** initiative & professionalism.
- **Coach** others and stay open to being coached.

CARE



“Nobody **cares** how much you know until they know how much you **care.**”

– Teddy Roosevelt



CARE

How can I support you?



- **Empathy** during challenging times
- **Celebrating** life milestones
- **Actively listening** without distraction

I'm here
for you ♥



EMPATHY

- Vital for **fostering** a happy and safe workplace
- **Understanding** what your employees are going through & having the ability to put yourself **in their shoes**

Leaders of today need to have a level of emotional intelligence to ensure their people feel understood, cared for, and supported as they encounter challenges in their personal and professional lives.

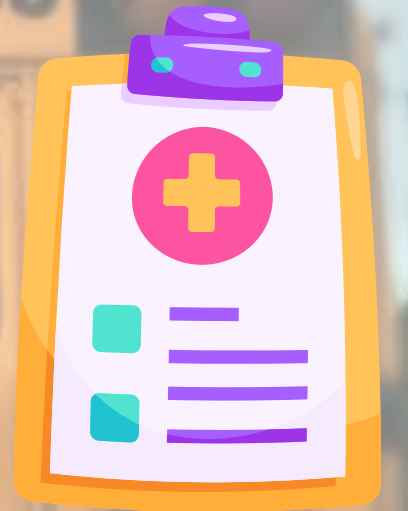




**Advocate for their
career progression
and growth**



**Look out for their
wellbeing**



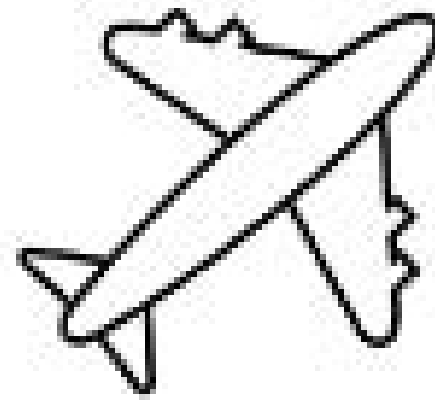
**Communicate with
transparency and
kindness**



CELEBRATE

FIRST DOWNS!





HAPPY BIRTHDAY



*THERE'S
always
SOMETHING TO BE
THANKFUL
for*

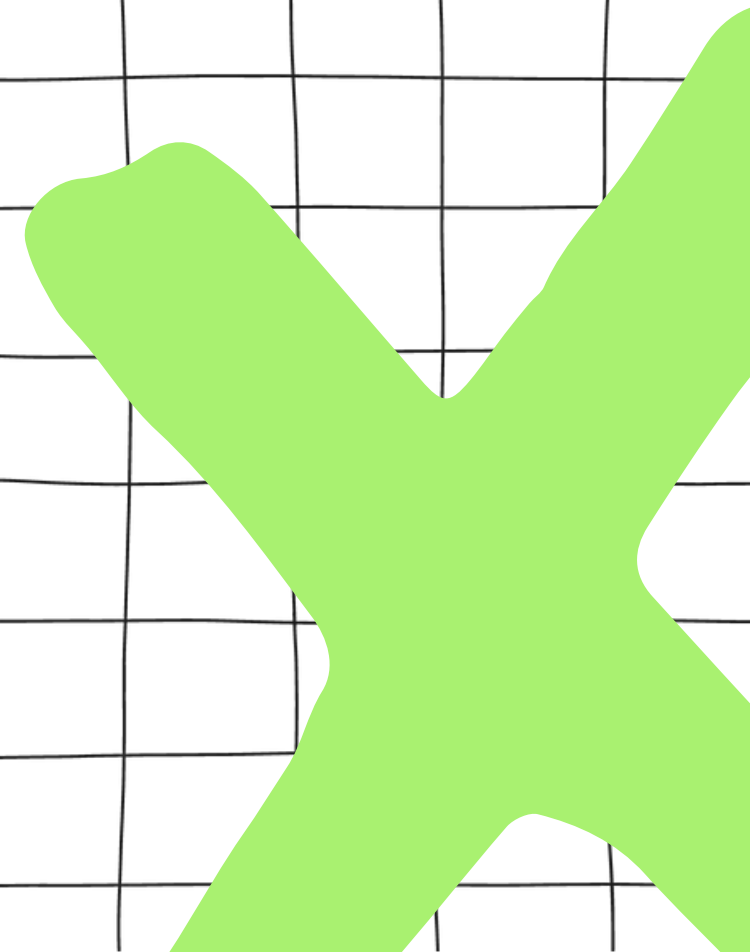


AWESOME!



happy anniversary

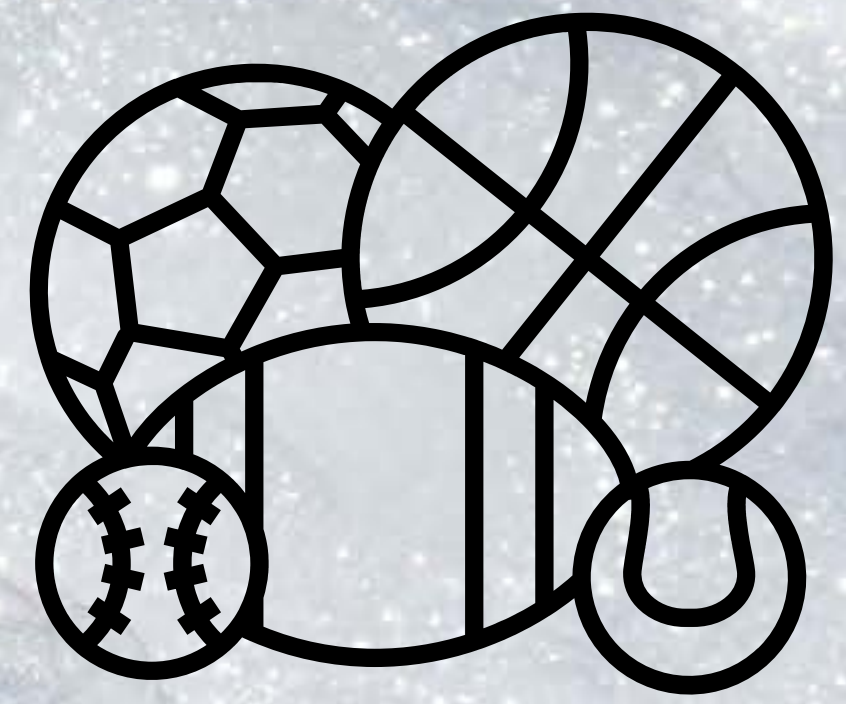
"Do not dwell in the past, do not dream of the future, concentrate the mind on the present moment." - Buddha



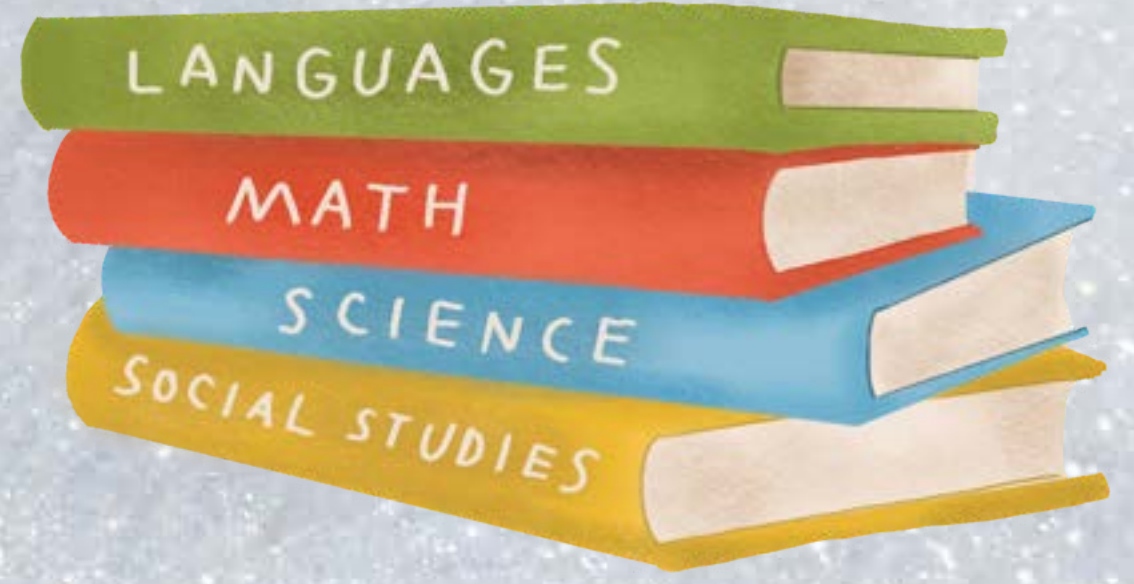
BE PRESENT!

- Take time to **get to know** the people who work with you.
- Daily **Check-Ins**





FAVORITE

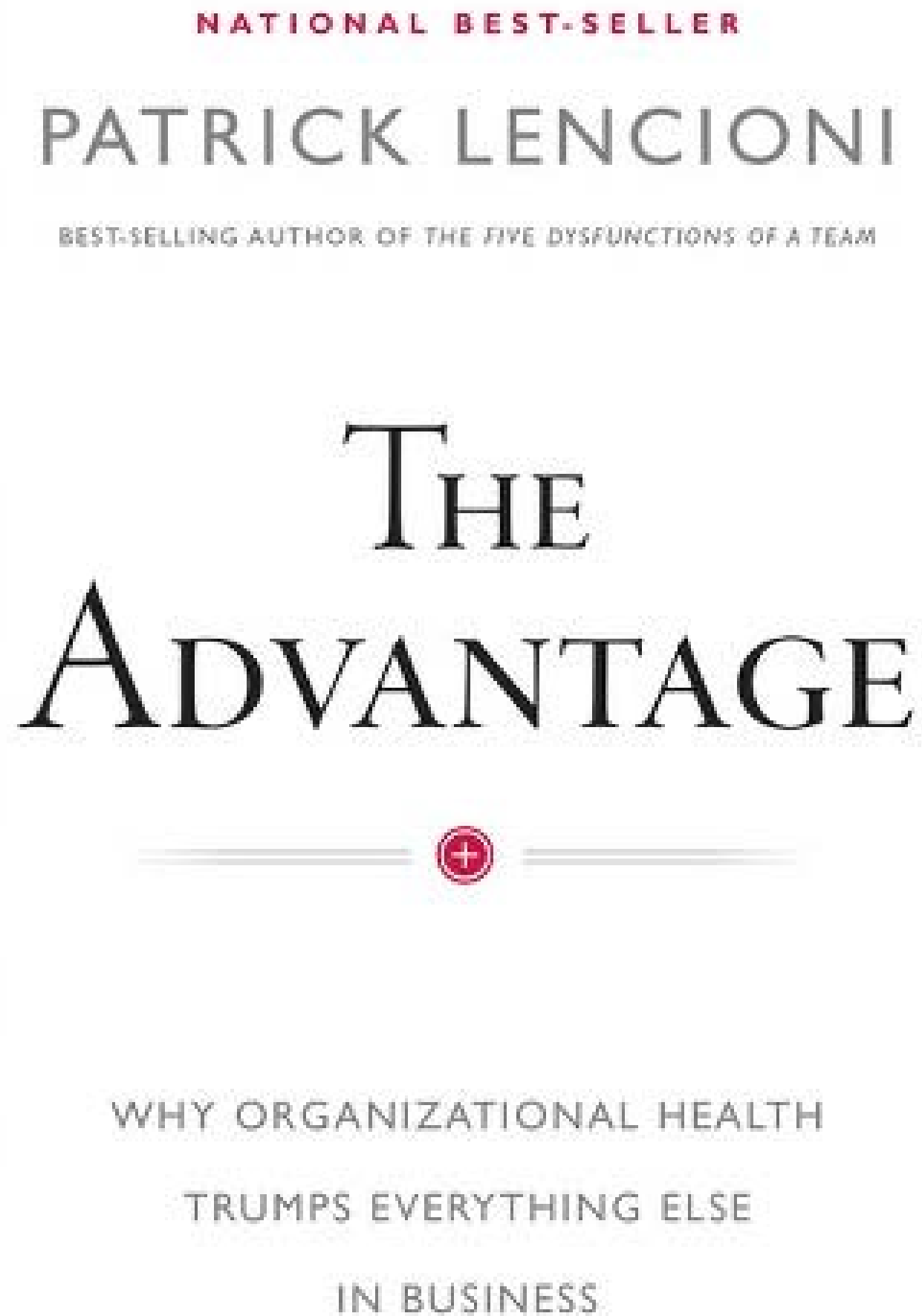


What is Your Favorite?

WHAT IS YOUR FAVORITE?	
... Movie?	
... Subject In School?	
...Book?	
...Candy Bar?	
...Color?	
...Diner, Drive-In or Dive? (Restaurant)	
...Holiday?	
...Ice Cream Flavor?	
...Sports Team?	
...Vacation Destination?	







<https://tinyurl.com/whatyourfav>



Meetings



The 4 Types of Meetings

MEETINGS	DURATION	PURPOSE/FORMAT	KEYS TO SUCCESS
Daily Check-in 	5-10 minutes	<ul style="list-style-type: none"> Share daily activities: get clarity & alignment 1min per person to share daily activities 	<ul style="list-style-type: none"> Keep it short. Don't sit down. Keep it administrative. Set a fixed time & place; Never cancel it.
Weekly Tactical 	45-90 minutes	<ul style="list-style-type: none"> Resolve tactical issues + align team priorities. Lightning round → Progress review → Real-time agenda 	<ul style="list-style-type: none"> Don't set agenda in advance. Stick to tactical issues.
Monthly (Or Ad-hoc) Strategic 	2-4 hours	<ul style="list-style-type: none"> Deep-dive into critical issues for long-term success. 10-min hook → Mine for conflict → Resolve issue 	<ul style="list-style-type: none"> Ideally 1-2 topics; give enough time Prepare & research in advance. Embrace constructive conflict.
Quarterly Off-site Review 	1-2 days	<ul style="list-style-type: none"> Step back to holistically review strategic direction. Can review your strategy, executive team, key personnel & trends/ environment. 	<ul style="list-style-type: none"> Go away from office (but not necessarily out of town). Limit social activities; focus on work. Don't overload on lengthy presentations/structure.

DAILY CHECK-INS



1. **It drastically reduces the lifespan of problems.** By getting together for a short period of time every day, leaders ensure that issues among the team will go undetected for no more than 24 hours.
2. **It promotes cohesiveness.** Teams that see one another every day develop a greater bond than those that come together once every week or two.
3. **It saves time.** Avoid creating unnecessary e-mail chains and interrupting one another with phone calls, deciding to wait until the next check-in meeting to raise the issue.

BE PRESENT!

- **Tell Your Story.** How did you get where you are?
- **Practice gratitude.** What are you thankful for?

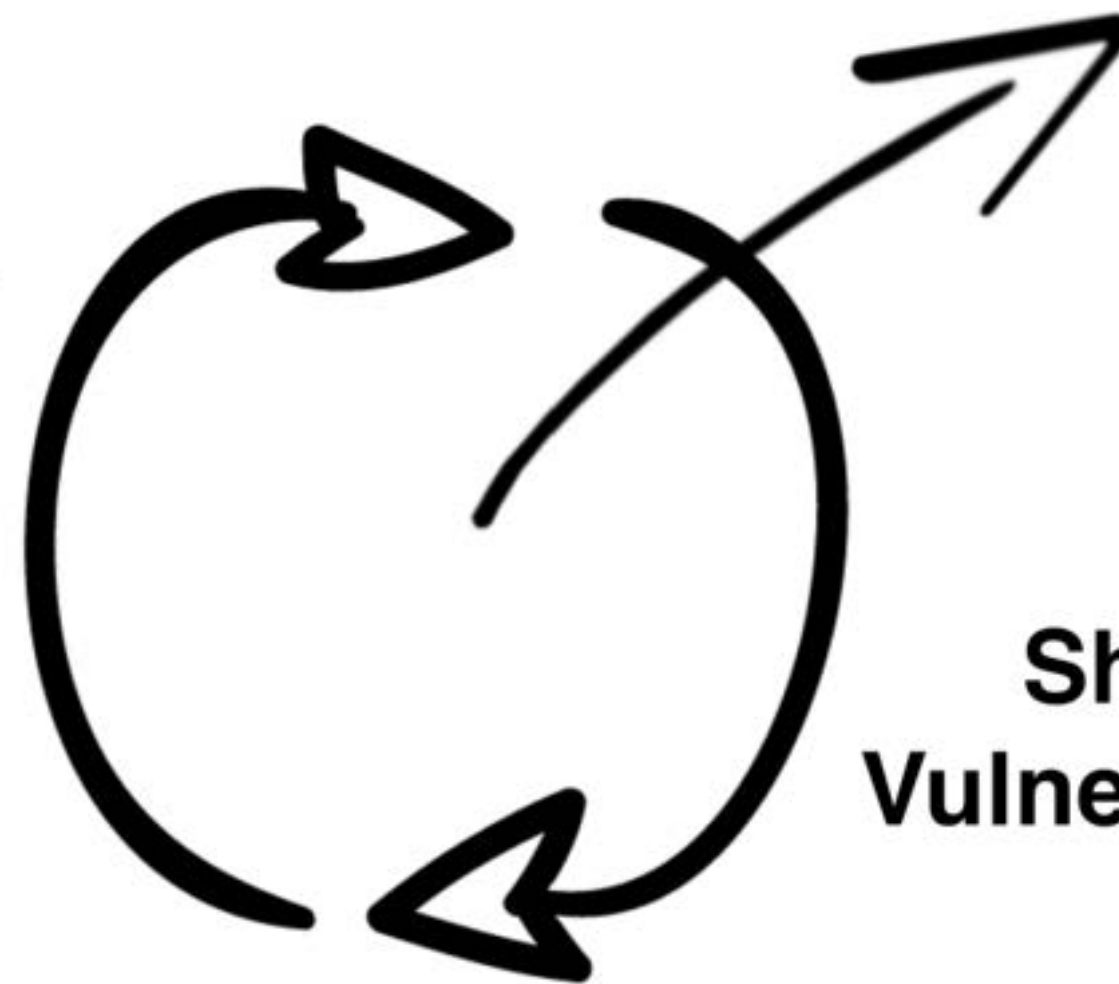


THE CULTURE CODE

THE SECRETS OF HIGHLY SUCCESSFUL GROUPS

DANIEL COYLE
NEW YORK

Build Safety



Tell Story

Share Vulnerability



**I ALWAYS HAVE TO THINK ABOUT WHAT'S
IMPORTANT IN LIFE TO ME ARE THESE THREE
THINGS.**

**WHERE YOU STARTED, WHERE YOU ARE, AND
WHERE YOU'RE GOING TO BE.**

**THOSE ARE THE THREE THINGS THAT I TRY
TO DO EVERY DAY. -**

JIM VALVANO'S "DON'T EVER GIVE UP SPEECH"

**WHERE HAVE
YOU BEEN?**

**WHERE YOU
ARE?**

**WHERE ARE
YOU GOING?**

**SACRIFICES
MADE:**

The leaders who get the most
out of their people are the
leaders who care most about
their people.



SIMON SINEK



Empathy

**Advocate for their
career progression
and growth**

Look out for their wellbeing

**Communicate with
transparency and
kindness**



2

**Take time to
get to know
the people who
work with you.**

Daily Check-Ins



**Share
your
story.
Practice
gratitude.**



**DISCUSS WHICH
OF THE BUS STOPS
WILL YOU USE.**





1

Empathy

**Advocate for their
career progression
and growth**

Look out for their wellbeing

**Communicate with
transparency and
kindness**



2

**Take time to
get to know
the people who
work with you.**

Daily Check-Ins



3

**Share
your
story.
Practice
gratitude.**





Foreword by
STEPHEN R. COVEY
Author of *The 7 Habits of Highly Effective People*

THE SPEED OF TRUST

THE SPEED OF TRUST
The One Thing That Changes Everything

The One Thing That
Changes *Everything*

Red-hot
new
release!

**STEPHEN M. R.
COVEY**

WITH REBECCA E. MERKILL

STEPHEN M. R. COVEY

Contact Info

Dr. Gerard S. Edwards

Education Associate

Office of Educator Effectiveness
& Leadership Development

8301 Parklane Rd.

Columbia, SC 29223

Phone: 803-896-0224

Email: gedwards@ed.sc.gov

Phone: 803-563-7772

Email: drgsedwards@gmail.com

Twitter: [@drgsedwards](https://twitter.com/drgsedwards)

LinkedIn: [@drgsedwards](https://www.linkedin.com/in/drgsedwards)

