
WELCOME ...

to the *Learning Curve* training pack on Promoting Equality and Valuing Diversity.

This pack has been prepared to help managers and trainers (and, indeed, anyone else involved in making sure that organisations are successful in pursuing their aims) to provide high-quality training and development opportunities that do justice to the complexities of equality and diversity.

Of course, the pack will not do the work for you, but it will provide you with an invaluable resource to help you in:

- Developing your understanding of the key issues relating to equality and diversity;
- Alerting you to some of the dangers and pitfalls of adopting an oversimplified approach to this complex aspect of workplace life and professional practice;
- Developing training programmes across the area of equality and diversity generally and across specific areas (race, gender or disability, for example).

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- Making a positive contribution to promoting workplaces and professional practices based on principles of respect and fairness;
 - Developing your confidence in a subject matter that many people find anxiety provoking or even threatening.

The pack is not a comprehensive resource, as the topic is far too vast to make that a realistic undertaking. However, it does provide a firm foundation on which to build, a resource that will have considerable value in its own right and to which you will come back from time to time, but also one that will point you in the direction of further learning.

Promoting equality and valuing diversity is not an easy task – in fact, it is a major challenge. However, it is a very worthwhile challenge that is well worth the time, effort and energy invested in it. I wish you well in rising to that challenge and reaping the benefits.

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LEARNING CURVE PUBLISHING

This pack is the sixth in a series of training and development resources to be developed by *Learning Curve Publishing*, a division of *Avenue Consulting Ltd*. It represents an important step in building up a library of materials to guide and support trainers, staff development officers and others involved in human resource development.

The team behind *Learning Curve Publishing* has considerable breadth and depth of experience in what can broadly be termed the 'human relations' field - training and development; management; psychology; social work and social care; nursing and health care; and organisational development. Our focus is on personal, professional and organisational development.

To find out more about *Learning Curve Publishing* or to keep up to date with developments, visit our website at
www.avenueconsulting.co.uk

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Neil has over 100 publications to his name and has been a speaker at conferences and seminars in Britain, Ireland, Greece, Spain, the Netherlands, Norway, Hong Kong, Canada, the United States and Australia. His books include: *Stress Matters* (Pepar, 1999), *Tackling Bullying and Harassment in the Workplace* (Pepar, 2000) and *Promoting Equality* (Palgrave Macmillan, 2nd edn, 2003). He is also the co-author of other *Learning Curve* training packs: *The Human Rights Act 1998* (with Ian Crompton), *The Intelligent Organisation* (with Ros Harrison) and *Supervision and Leadership Skills* (with Peter Gilbert).

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ACKNOWLEDGEMENTS

I would like to thank the various students and course participants over the years for their help in providing such fertile soil for debate, discussion and learning. In teaching I learn. Indeed, the impetus for writing this training and development resource arose largely as a result of my seeing how much progress can be made when a challenging but safe learning environment is created.

I would like to thank Susan Thompson for the important role she has played in helping me develop these materials. She has provided immense personal, professional and intellectual support in bringing this project to fruition – and for that she deserves great credit.

I would also like to thank my colleague and friend, Bernard Moss, of Staffordshire University, for the important part he has played in establishing *Learning Curve Publishing* as a source of high-quality training and development materials.

A big thank you also goes to Chris Fitcher of West End Training for his helpful comments on an earlier draft of these materials.

Finally, I wish to express my thanks to another long-standing friend and colleague, John Bates of North East Wales Institute.

I am grateful for his permission to use Exercise 6, which is based on his work, and for his general contribution to the development of my work over the years.

DISCLAIMER

This pack has been researched, prepared and presented in good faith, with all due care and attention. However, no responsibility can be taken for any errors or oversights.

The pack and its contents are intended as a resource to facilitate training and staff development and should not be seen as a definitive statement of the law. The pack is not a substitute for professional legal advice or guidance and should not be relied upon as such.

WHO IS THE PACK FOR?

It is envisaged that the pack will be of benefit to a wide range of people, chiefly the following:

- Staff employed as training and development officers or managers across a wide range of organisations in the private, public and voluntary sectors;
- Training consultants and providers, whether sole traders, partnerships or companies;
- Managers involved in, or committed to, a well-informed, skilled workforce;
- Lecturers or tutors in higher and further education who have a responsibility for education and training that addresses equality and diversity.

It does not matter whether you already have a good understanding of the issues or are starting from scratch in a new area you have not tackled before. This pack will have something to offer you whatever your level of experience and

existing knowledge – although, clearly, the less you know already, the more you will be able to learn from the materials presented here.

INTRODUCTION

The pack is divided into five main parts:

- Part One comprises the introductory and scene-setting materials of which this introduction forms a part.
- In Part Two, entitled 'Setting the Context', we explore the background knowledge base underpinning the topics covered in the pack. This is intended as a resource for trainers intending to present courses or run staff development exercises relating to the themes of the pack, so that you will feel reasonably well informed about the relevant issues and will have reference material to fall back on as and when required.
- Part Three comprises a set of exercise for use on training courses, staff teambuilding days or as part of a college or university module.
- Part Four contains concluding comments as well as a guide to further learning in the form of details of recommended reading, relevant organisations and websites.
- Part Five is simply a section to store additional materials

you may acquire – magazine or journal articles, downloaded Internet materials, relevant policy documents and so on. This part is intended as a way of helping you use the pack as an ongoing resource rather than something that just gathers dust on a shelf!

It is recommended that you read Part Two to help develop your understanding of the issues involved in helping people learn how to promote equality and value diversity. You should then have a look at Part Three and consider which of the exercises fit your plans (or use having a look at Part Three as a means of formulating your plans). I would suggest you then read Part Four and then re-read Part Two to get the issues fresh in your mind before launching into any training programme you may have in mind. Thereafter you should 'dip into' it as and when required.

Links with other training packs

The following *Learning Curve* packs contain material that is also relevant to equality and diversity:

Castle, R. and Moss, B.R. (2005) *Disability Equality*

Crompton, I. and Thompson, N. (2001) *The Human Rights Act 1998*

Also, the following pack, originally published by Pepar Publications, is now distributed by *Learning Curve Publishing*:

Thompson, N. (2000) *Tackling Bullying and Harassment in the Workplace*