

WORKSHEETS: INSTITUTIONAL STRATEGIES

**Strategies for Advancing the Careers of
Women of Color in Academic Medicine**

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Part 1 – Institutional Strategies

Worksheet Topic 1: Introductions/Ice Breaker

Activity

“Topic 1: Introductions/Ice Breaker” can take place after slide 10, before you move into slide 11 (Goals).

Goal

Introduce each other. Share thoughts and feelings related to experiences of women faculty in academic medicine at their institution.

Objective

Upon completion of this Ice Breaker exercise,

- the attendees will increase their knowledge of lived-experiences of women faculty and women of color in particular at their institution.
- Identify opportunities at their institution to promote and support women of color

Total Time

20-minutes with partner

10-minutes large group report-out

Facilitator

The ideal facilitator for this session could be any of the following people in a leadership role at your institution that can potentially share the information with the C-Suite:

- Designated DEI Leadership
- Diversity Officer
- Women advocate like Group on Women in Medicine and Science (GWIMS)

Instructions

1. Ask each person to pair-up with someone they do not know well.
2. Each pair will pick someone to be the timer and someone to report out to the larger group.
3. Each person shares with their partner the following: (10-minutes for each person to share)
 - “My fullest Name” – Participants introduce themselves, their fullest name, unique characteristics, history, their personality and or other traits they feel like sharing. Who gave you your name? Why that name? The origin of that name? What is your preferred name?
 - What is your comfort level addressing the topic of women of color in Academic Medicine? Why do you think you feel this way?
 - How does your institution demonstrate support for women of color?

Large Group Report Out

- Have a few people share some themes that came out during this ice breaker experience.
- Facilitators debrief to recap key takeaways.

Activity

“Topic 2: Making a Commitment with SMARTIE Goals” can take place at the end of the presentation.

Goal

Create ideas for your institution that would help advance the careers of Women of Color in Academic Medicine.

Objective

Upon completion of this presentation, attendees will develop at least 2 “SMARTIE” goals that will promote the advancement of Women of Color at their institution.

Total Time

20-minutes small group of no more than 5 people

20-minutes large group report-out

Facilitator

The ideal facilitator for this session could be any of the following people in a leadership role at your institution that can potentially share the information with the C-Suite:

- Designated DEI Leadership
- Diversity Officer
- Women advocate like Group on Women in Medicine and Science (GWIMS)

Materials Needed

- 1-sheet of Large Post-It Poster Paper to be given to each group. *Can use a Smart Board, too.
- Poster writing markers

Instructions

1. Have people break-up into small groups of at least 3 people, but no more than 5.
2. Each group needs to quickly select a person to be the timer, the writer, and someone to report out to the larger group.
3. Using the attached template, create 2 “SMARTIE” goals. (20-minutes)
4. How could you *change the goal* to either mitigate that disparate impact or make **Equity and Inclusion** more explicit in the context of supporting Women of Color at your institution?
5. Have the writer for the group write on a Post-It poster paper (or smart board) and post- it to the wall so everyone can walk around to read them at the end of the session.

Large Group Report Out

- Have each group speaker share one of their “SMARTIE” goals from their template. Encourage attendees to comment if they selected a similar “SMARTIE” goal—what would they add and why.
- All the goals produced by each group is collected and collated to be reviewed by the facilitators to share with leadership.

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Part 1 – Institutional Strategies

Worksheet Topic 2: Making a Commitment

SMARTIE GOALS TEMPLATE

Identify SMARTIE GOAL #1:

S <u>PECIFIC</u> : Who, what, where, when, and why?	
M <u>EASURABLE</u> : How do you measure progress?	
A <u>CHIEVABLE</u> : Resources to make this happen.	
R <u>ELEVANT</u> : Align goals with objectives of your institution.	
T <u>IME-BASED</u> : Deadline to achieve this goal.	
I <u>NCLUSION</u> How does this goal impact Women of Color who are traditionally marginalized?	
E <u>QUITY</u> How does this goal seek to address Women of Color systemic injustice, inequity, or oppression for others?	

Identify SMARTIE GOAL #2:

<u>S</u>PECIFIC: Who, what, where, when, and why?	
<u>M</u>EASURABLE: How do you measure progress?	
<u>A</u>CHIEVABLE: Resources to make this happen.	
<u>R</u>ELEVANT: Align goals with objectives of your institution.	
<u>T</u>IME-BASED: Deadline to achieve this goal.	
<u>I</u>NCLUSION How does this goal impact Women of Color who is traditionally marginalized impacted?	
<u>E</u>QUITY How does this goal seek to address Women of Color systemic injustice, inequity, or oppression for others?	