STARBUCK™ & Associates

STARBUCK ACADEMY · GROW · PROGRAMME BROCHURE

Inclusive Leadership

Everyday habits that help every person do their best work

A practical video programme for managers and leaders who want every person in their team to be treated fairly, heard, valued and able to grow. In ten short lessons you build the everyday habits of inclusive leadership, from fairer decisions and meetings to supporting different needs and making inclusion part of how your team works.

- 10 video lessons of about 3 minutes
- 10 practical tools in a course workbook
- 12 months' access
- Certificate of completion
- **CPD accreditation in progress**

£149

per person, per year, VAT included. Annual subscription.

academy.starbuckassociates.com
/courses/inclusive-leadership/

ABOUT THE PROGRAMME

Why inclusive leadership makes a difference

Most people want to be fair, yet quick judgements, familiar habits and informal ways of sharing work can leave some people on the outside without anyone intending it. When people feel included, they share ideas, raise problems early and do their best work, and decisions improve because more views are heard. Inclusive leadership is not about getting everything right or learning a list of rules. It is a set of practical, everyday habits that any manager can build, and this programme gives you a tool for each one.

Who it is for

For managers and leaders at any level who want to lead fairly and make sure every voice in their team is heard. It suits new managers building good habits and experienced leaders who want a practical, respectful look at how inclusion works day to day, and it sits naturally alongside Psychological Safety in Teams.

What you will be able to do

By the end of the programme you will be able to:

01	Use the four tests of inclusion to see how fair, heard, valued and growing your team feels
02	Recognise everyday bias and slow down important people decisions
03	Run meetings, recruitment and onboarding so that everyone has a fair chance
04	Share work, opportunity and honest feedback fairly across your team
05	Support different needs by asking rather than assuming, and repair mistakes well
06	Respond to exclusion confidently and agree a team inclusion plan that lasts

THE PROGRAMME

Ten lessons

Each lesson is a short video of about 3 minutes, with lesson notes, a practical tool and a workplace task so you can use it straight away. A five-question knowledge check closes every lesson.

01 What inclusive leadership really is
The difference between diversity and inclusion, why it matters, and the four tests of fair, heard, valued and growing.

02 Understanding bias without blame
How everyday mental shortcuts shape people decisions, and a simple pause that helps you decide more fairly.

03 Hearing every voice in meetings
Preparing people, sharing airtime, running fair hybrid meetings and making sure ideas are credited to the right person.

04 Fair recruitment and onboarding
Clear criteria, wider reach, structured interviews and a first few weeks that help new starters belong.

05 Fair access to work and opportunity
Sharing visible and invisible work fairly, opening up stretch opportunities and acting as a sponsor.

06 Inclusive feedback and performance
Specific, honest feedback for everyone, judging results rather than style, and checking your ratings for patterns.

07 Everyday language and repairing mistakes
Small acts of welcome, language that includes, and how to respond well when you get something wrong.

08 Supporting different needs
Asking rather than assuming, reasonable adjustments, neurodiversity, caring responsibilities and flexible working.

09 Challenging exclusion and being an ally
Responding in the moment, supporting the person affected and knowing when to use formal routes.

10 Making inclusion how your team works
Listening to your team, agreeing a few specific commitments and building them into everyday routines.

WHAT YOU GET

What is included

- Ten short video lessons you can watch on any device
- Lesson notes, workbook pages and a practical tool for every lesson
- The full Inclusive Leadership workbook to download once you have enrolled
- A five-question knowledge check at the end of each lesson
- A Starbuck & Associates certificate of completion showing 6 estimated learning hours
- 12 months' access, so you can work at your own pace

How your learning time adds up

Your 6 estimated learning hours are made up across ten lessons of about 36 minutes each:

- Watching the ten short lesson videos: about 30 minutes (about 3 minutes each)
- Reading the lesson notes and workbook pages: about 1 hour 40 minutes (10 minutes each)
- Working through the practical tool for each lesson: about 1 hour 40 minutes (10 minutes each)
- Planning and carrying out each workplace task: about 1 hour 40 minutes (10 minutes each)
- Completing the five-question knowledge check after each lesson: about 30 minutes (3 minutes each)

Total: 6 estimated learning hours. The pass mark for each knowledge check is 80% and you can retake it as many times as you need.

Who designed it

Designed by ICF credentialed coaches at Starbuck & Associates, led by Paul Starbuck, our Founder and CEO and an ICF Master Certified Coach (MCC). Every lesson draws on our coaching and leadership development work with organisations in the UK, Europe and internationally.

For teams and organisations

Buying for a group of managers? We can set this programme up for your whole team, on its own or as part of a wider academy for your organisation. Email academy@starbuckassociates.com and we will put a proposal together.

ENROL TODAY

£149 per person, per year inc. VAT

Enrol online and start lesson one straight away. Every programme carries our 14 day money back guarantee.

academy.starbuckassociates.com/courses/inclusive-leadership/

ICF Level 1 and Level 2 Accredited Coaching Education Provider

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ISO 9001 and ISO/IEC 27001 certified

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