

SAMPLE LIST OF GOALS & ACTION ITEMS FOR LAW FIRM DEI EFFORTS

- 1. Provide at least two DEI educational opportunities in [year]; consider partnering with another firm or client to host DEI training**
 - a. Giving direct/proper feedback
 - b. Interrupting unconscious bias
 - c. Recognizing micro-inequities
 - d. Dealing with blind spots
 - e. Avoiding leadership bias (usual favorites? Spent time with who? Hold back assignments? Client contact? Second chances/benefit of the doubt)
 - f. Quiz for partners/shareholders on pages 39-40 (committed vs. engaged leader)
 - i. Kathleen B. Nalty, *Going All-In on Diversity and Inclusion: The Law Firm Leader's Playbook*
- 2. Sponsor bonding experiences for diverse teams**
 - a. Do informal sessions of getting to know your co-workers
 - b. DEI plant at "beer Friday" or regular firm social outings
 - c. Diversity lunches—assign teams to do 3 lunches over year, add a competition element; topic of discussion? prize? 4-5 people on team
 - d. Quarterly or bi-annual gathering/bean bag toss ex.
- 3. Promote team building and improved team work**
 - a. Have 2-3 teams undergo personality assessments to learn about selves, others and working together
- 4. Conduct quarterly meetings of chairs/leaders to discuss overlapping responsibilities for DEI**
 - a. Follow-up with associates committee on DEI focus; understand how ties into DEI; is there training that can be offered
- 5. Create 3-5 year DEI Plan to serve as component of Strategic Plan**
 - a. Update evaluations to incorporate DEI competencies; build into evaluations of those managing others – quality of supervision, mentorship, sponsorship
 - b. Advance into 360 and self-evaluations
 - c. Action items to ensure meaningful conversations happening across the board RE: evaluations and performance reviews
 - d. Partners to prepare individual action plans
 - e. Action items intended to incentivize DEI participation
 - f. Action items to increase accountability and discussion on DEI
 - i. Survey associates/staff RE: how they have been supervised, supported, sponsored, mentored (see quiz on page 51 of Nalty book)
 - ii. Build into expectations, criteria for advancement, benchmarks, and evaluations key DEI competencies
 - g. Advance into Rhoony rule - diverse candidate to be part of every interview process