

# DIVERSITY, EQUITY, AND INCLUSION IN THE WORKPLACE

Doha - Qatar  
28 - Jun 2026 - 02 - Jul 2026  
\$5,800

**GENTEX**<sup>®</sup>  
TRAINING CENTER



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## Introduction

In today's globalized workplace, fostering a diverse, equitable, and inclusive (DE&I) environment is no longer optional it's essential for success. A DE&I culture fosters creativity, innovation, and improved decision-making. This intensive five-day program, offered by Gentex Training Center, equips participants with the knowledge and skills needed to cultivate a workplace that embraces differences, promotes fairness, and empowers all employees. Through a comprehensive exploration of core DE&I concepts, unconscious bias recognition, and inclusive leadership strategies, participants gain the ability to champion positive change and contribute to a thriving workplace culture for all.

## Diversity, Equity, and Inclusion in the Workplace

### Course Objectives:

- Master the core principles and benefits of diversity, equity, and inclusion (DE&I) in the workplace.
- Define key terms and concepts related to DE&I, including unconscious bias, microaggressions, and cultural competency.
- Identify and challenge unconscious biases that can hinder fair treatment and decision-making.
- Develop strategies to promote inclusive communication and create a safe space for all voices.
- Implement inclusive recruitment and onboarding practices to attract and retain diverse talent.
- Foster inclusive leadership practices that empower employees and value their unique perspectives.
- Analyze real-world case studies of successful DE&I initiatives in various organizational settings.



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- Formulate a personalized action plan to champion DE&I initiatives and create a more inclusive workplace within your organization.

## Course Methodology

This interactive program utilizes a participant-centric approach. It blends lectures from DE&I experts, real-world case studies, group discussions, and practical exercises. Participants actively engage in unconscious bias simulations, inclusive communication workshops, role-playing activities for addressing bias, and developing action plans for promoting DE&I within their teams. Through experiential learning, participants gain the practical skills and theoretical knowledge needed to become DE&I champions within their organizations, fostering a workplace where everyone feels valued, respected, and empowered to contribute their best.

## Who Should Take This Course

- Human resources professionals, managers, and supervisors seeking to build a more inclusive workplace culture.
- Business leaders interested in creating a diverse and high-performing workforce.
- Employees at all levels aspiring to contribute to a more equitable and inclusive work environment.
- Anyone seeking to understand and address unconscious bias for a more respectful and productive work environment.

## Diversity, Equity, and Inclusion in the Workplace Course Outline:





## Day 1: The Power of DE&I: Building a Strong Foundation

- Exploring the Business Case for Diversity, Equity, and Inclusion
- Understanding Core DE&I Concepts: Diversity, Equity, and Inclusion Defined
- Recognizing the Impact of Unconscious Bias on Workplace Interactions and Decision-Making

## Day 2: Building Awareness and Challenging Bias

- Identifying and Understanding Different Forms of Unconscious Bias
- Engaging in Self-reflection Activities to Identify Personal Biases
- Developing Strategies to Mitigate Unconscious Bias and Promote Fair Treatment

## Day 3: Communicating Inclusively and Creating a Safe Space

- Utilizing Inclusive Language Practices to Foster Respectful Interactions
- Creating a Psychological Safe Space Where Employees Feel Comfortable Sharing Ideas and Concerns
- Implementing Strategies to Address Microaggressions and Promote Respectful Communication

## Day 4: Building Inclusive Practices Throughout the Employee Lifecycle

- Designing Inclusive Recruitment and Onboarding Processes to Attract Diverse Talent

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- Fostering Inclusive Leadership Practices that Empower Employees and Value Their Contributions
- Creating Equitable Opportunities for Development and Advancement for All Employees

## Day 5: Building a Sustainable DE&I Framework: From Awareness to Action

- Analyzing Real-World Case Studies of Successful DE&I Initiatives
- Exploring Emerging Trends and Best Practices in DE&I
- Formulating a Personalized Action Plan to Implement Strategies for a More Inclusive Workplace within Your Organization

## Conclusion

By successfully completing this comprehensive program offered by Gentex Training Center, participants gain the knowledge and practical skills needed to become effective DE&I experts. They will be equipped to identify and address unconscious bias, promote inclusive practices, and contribute to building a more diverse, equitable, and inclusive workplace culture where everyone thrives. This enhanced knowledge empowers them to create a work environment that fosters collaboration, innovation, and success for all.

