

This brief has a correct header.

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This brief is formatted correctly and has a descriptive title.

## Diversifying LOAM Senior Management

The purpose of the brief and the recommendations are front-loaded and specific.

As an education nonprofit business, promoting diversity and inclusion in the workplace is crucial to LOAM's success. My recommendations for fostering diversity are that LOAM: 1) establish a dedicated diversity and inclusion council; and 2) reevaluate board membership standards so as to encourage a more diverse environment. My hopes are that, with a designated inclusion council and more focused board membership criteria, Senior Management and the entire LOAM team will become more versed in incorporating diversity and inclusion practices and procedures throughout everyday business routines.

Sources are correctly cited and fully integrated.

My first recommendation is that LOAM establish a diversity and inclusion council, made up of staff members, whose goal is to promote diversity and inclusion not only in the workplace but also in the lives of the underprivileged students in the rural communities that they currently support. Jennifer Brown, president and CEO of Jennifer Brown Consulting in New York City, suggests that the inclusion council be a "channel for communication" within companies (Gurchiek, 2018). The council, furthermore, should itself be diverse—it should be comprised of diverse genders, ethnicities, job positions, sexual orientations, and backgrounds. The council's first goal should be reinforcing all employees' sense of the value they add to the company. This will make staff members feel welcomed and appreciated, which, in turn, will contribute to an inclusive work environment. Secondly, the council would need to facilitate inclusion training for employees at all levels of the company, including board members, taking special care to recognize underrepresented groups or minorities (Gurchiek, 2018). The council, last of all, should hold two different types of meetings. The first type of meeting should collect and facilitate the concerns of staff as well as their ideas for promoting diversity and inclusion (as homework for this meeting, the inclusion council members should advise staff to utilize the "microlearning tool" EBSCO's *Accel5*® videos, book summaries, articles, and interactive lessons on diversity and inclusion [accel5 2019, February 12]). In the second type of meeting, members would discuss these concerns and ideas for the purpose of incorporating them into existing projects or initiatives. In all these initiatives, the council should, additionally, take care to address the issue of unconscious biases, which occur when one has "attitudes towards people or associate[s] stereotypes with them without conscious knowledge" ("Implicit Bias" 2017). Often, unconscious biases result in judgmental thoughts and actions that do not support the diversity, equity, and inclusion goals that companies should strive for. LOAM would benefit significantly from an inclusion council establishing procedures for eliminating biases that are "contrary to conscious values and beliefs" ("Implicit Bias" 2017).

This topic sentence clearly defines the first recommendation before going on to discuss it in more depth.

Research is synthesized and goals are ranked by priority.

Recommendation is backed by a plan for execution that is tailored specifically LOAM's needs.

Paragraph conclusion reiterates relevance.