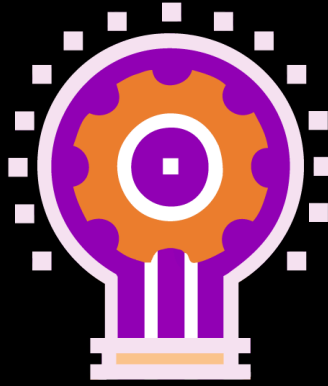




EQUITY THROUGH ACTION

**Workshops & Trainings
2025**

Table of Contents

Training Overview - 4

- Overview
- Training Themes
- Training Duration
- Training Approach

Trainings Offered - 8

- Active Allyship
- Allyship & Equity
- Board & Staff DEI Committee Working Sessions
- Building a Culture of Trust
- Building & Maintaining Trust, Collaborative Leadership, and Accountability
- Celebrating Black History Month
- Change Management
- Closing Generational Communications Gap
- Communication Strategies for Success
- Conscious Conversations
- Constructive Engagement in Difficult Conversations
- Customer Service Excellence
- Defining and Building Workplace Culture
- Emotional Intelligence Development
- Executive Coaching Sessions
- G.R.A.S.P. Sessions
- Group Coaching
- Honoring Juneteenth
- Inclusive Language
- Inclusive Language and Inclusive Work Practices
- Inclusive Leadership Training (Part 1 & 2)
- Inclusive Leadership in Action
- Intent vs. Impact
- Interrupting Bias
- JEDI Foundations* 1 & 2
- Mentorship Program
- Microaggressions & Unconscious Bias
- Power in the Workplace
- Productive Conversations Through an Equity Lens
- Project Management Training Series
- Strategic Plan Working Sessions
- The Roots of Racism
- Understanding and Addressing Conflict
- Workplace Culture Series



Table of Contents

Training Series - 16

- JEDI* Foundations Series – Shared Foundation & Goal Setting
- JEDI* Action Planning
- JEDI* GRASP (Goals, Roles, Actions, Strategies & Priorities)
- Conscious Conversations

Partner with ETA - 17

Service Fee Chart - 18



Overview

Equity Through Action (ETA) is a full-service Black, LGBTQIA+, woman-owned consulting firm at the intersection of framing, culture, and innovation, with over 50 collective years of experience identifying, curating, and supporting organizations committed to dismantling inequities. ETA values humanity, inclusion, growth, and action. We bring a deep commitment to justice, equity, diversity, and inclusion (JEDI) framing; we deliver measurable results, creating more inclusive organizations that generate innovation, reduce staff turnover, and increase productivity. Our efforts transform your workplace and ensure you have the strategies to support change.

Services Offered

- Active Coaching
- Addressing Equity in Compensation Practices
- Administering Mentoring & Sponsorship Programs
- Co-Creating Action Plans, Strategic Plans & Tool Kits
- Committee Development & Engagement
- Delivering Organizational Audits
- Developing & Supporting DEI Councils/Committees/Resource Groups
- Facilitating Staff Retreats/Advances
- Generating Staff Pulse or JEDI* Competency Surveys
- Innovative Trainings
- Providing Strategies & Tools to embed JEDI* into policies & procedures



Training Themes

- Leadership Development
- Workplace Culture & Inclusion
- Communication & Collaboration
- Diversity, Equity, & Inclusion (DEI) Focused
- Conflict Resolution & Change Management
- Organizational Strategy & Project Management

Duration Options

90-minutes	2 hours	3+ hours
Sessions Include • 2-3 concepts • 1 - 2 small groups • 1-2 Tools & Strategies	Sessions Include • 3 - 5 concepts • 2 - 3 small groups • 2-4 Tools & Strategies	Sessions Include • 6+ concepts • 3 - 5 small groups • 3-5 Tools & Strategies • Action Planning

**All training lengths are customizable depending on client needs.*





Training Approach

We are pleased to be able to offer our content virtually via Zoom and in-person, depending on the needs of our clients. The structure of our workshops and training courses are similar for both settings. ETA Workshops & Trainings include a variation of the following elements:

- ***Humanity Check-in:*** We generally open sessions with a practice of checking in through inviting participants to share about their individual humanity. This practice ranges from prompts to share how one is feeling that day to prompts to learn more about each other.
- ***Strategic Breakout Groups:*** We frequently and strategically utilize breakout groups and small group discussions. We ensure that all participants have space to share and respond to the topics being discussed. Facilitators rotate joining breakout rooms and small group discussions as needed.
- ***Polling & Feedback:*** We include anonymous and live polling and feedback opportunities as a means of participation and information gathering. Our facilitators launch polls via Zoom during our trainings to gather insight from participants about how they are engaging with the content and/or anonymous reflections about how the content shows up in their respective workplace.



Training Approach Contd.

- ***Inclusive Participant-Centered Learning:*** We aim to provide an accessible learning experience for our participants. We do this by providing a break for every hour of training, intentionally providing no more than 10-15 minutes of facilitation followed by participation prompts, and providing closed captioning in virtual settings. Additionally, we provide pre and post-training worksheets as needed.
- ***Multiple Learning Styles Model:*** We develop and share content in a way that appeals to multiple learning styles and preferences to optimize the learning experience for our participants. Our facilitators are mindful of presenting information in a variety of ways (written, audio, visual, and repetition) and ensuring that there are various opportunities for participants to provide feedback.
- ***Highly Interactive Content Delivery:*** We design our training courses to provide collaborative and engaging learning experiences for our participants. Our facilitators are skilled at prompting participant engagement through creative and thought-provoking questions and utilizing the latest educational technology platforms and features for multifaceted engagement.
- ***Action Planning:*** Our sessions conclude with an individual, collective, and organizational call to action.



Trainings Offered

Active Allyship

Topics Covered: Allyship, Leadership, Inclusion

This session defines allyship and its role in fostering inclusive workplaces. Participants gain practical tools to advocate for equity and inclusion.

Allyship & Equity

Topics Covered: Allyship, Equity, Leadership

This training highlights the importance of allyship in advancing equity. Participants leave with actionable strategies to support diverse team members.

Board & Staff DEI Committee Working Sessions

Topics Covered: DEI Strategy, Committee Effectiveness, Accountability

These sessions support DEI committees in clarifying roles, defining measurable goals, and implementing sustainable equity-focused initiatives. Teams will enhance their capacity to lead meaningful organizational change.

Building a Culture of Trust

Topics Covered: Trust, Communication, Workplace Culture

This training explores the importance of trust as a foundation for workplace success. Participants learn actionable strategies to foster transparency, consistent communication, and mutual respect.

Building & Maintaining Trust, Collaborative Leadership, and Accountability

Topics Covered: Leadership, Trust, Collaboration

This session supports leaders in cultivating trust, fostering collaboration, and ensuring accountability. Participants learn strategies for building mutual respect and team alignment.





Trainings Contd.

Celebrating Black History Month

Topics Covered: Inclusion, Cultural Awareness, DEI

This session provides tools and strategies to honor Black History Month meaningfully and inclusively. Participants learn to celebrate cultural heritage while fostering year-round equity.

Change Management

Topics Covered: Adaptability, Leadership, Organizational Strategy

This program provides teams with the tools and strategies needed to navigate organizational change. Participants will learn to minimize resistance, maintain productivity, and lead effectively during periods of transformation.

Closing Generational Communications Gap

Topics Covered: Communication, Inclusion, Collaboration

Learn to bridge generational differences and enhance workplace communication. Participants leave with strategies to foster collaboration across age groups.

Communication Strategies for Success

Topics Covered: Communication, Clarity, Collaboration

This training focuses on enhancing workplace communication through proven strategies and tools. Participants will learn to convey ideas clearly, build stronger connections, and foster collaboration within their teams.



Trainings Contd.

Conscious Conversations

Topics Covered: *Communication, DEI, Active Listening*

This training equips participants with the skills to approach sensitive topics thoughtfully and effectively. Tools for empathy, active listening, and meaningful dialogue are emphasized.

Constructive Engagement in Difficult Conversations

Topics Covered: *Conflict Resolution, Emotional Intelligence, Communication*

Learn techniques for managing tough conversations with professionalism and empathy. Participants develop skills for active listening, emotional management, and finding resolutions.

Customer Service Excellence

Topics Covered: *Communication, Empathy, Problem-Solving*

This training equips participants with skills to deliver exceptional customer service, fostering satisfaction and loyalty. Participants will enhance communication, build empathy, and learn strategies to resolve customer issues effectively.

Defining and Building Workplace Culture

Topics Covered: *Culture, Inclusion, Leadership*

This training helps participants define their workplace culture and align it with organizational values. Strategies for creating a welcoming and inclusive environment are provided.

Emotional Intelligence Development

Topics Covered: *Emotional Regulation, Leadership, Workplace Relationships*

This training helps participants build emotional intelligence to improve workplace interactions and leadership effectiveness. Participants will learn to understand, manage, and leverage emotions to foster collaboration and drive success.



Trainings Contd.

Executive Coaching Sessions

Topics Covered: *Leadership Development, Emotional Intelligence, Strategy*

Customized coaching sessions designed to enhance leadership capabilities, overcome challenges, and foster personal growth. Executives gain tools to lead with confidence, inclusivity, and clarity.

G.R.A.S.P. Sessions

Topics Covered: *Goals, Roles, Actions, Strategies, Priorities*

A practical series guiding teams through the GRASP framework to operationalize goals and priorities. Teams leave with clear, actionable strategies for sustained impact.

Group Coaching

Topics Covered: *Team Development, Collaboration, Growth*

Facilitated group sessions that promote collective problem-solving and growth. Teams strengthen collaboration and communication skills for improved effectiveness.

Honoring Juneteenth

Topics Covered: *History, Inclusion, DEI*

This session explores the significance of Juneteenth and its relevance to workplace equity. Participants gain tools to honor and integrate cultural heritage into organizational practices.

Inclusive Language

Topics Covered: *Communication, Identity, Inclusion*

This session provides insights into how language shapes workplace inclusion. Participants gain tools to communicate with respect and promote belonging.



Trainings Contd.

Inclusive Language and Inclusive Work Practices

Topics Covered: *Language, Belonging, Workplace Practices*

A deeper dive into fostering inclusion through intentional language and equitable practices. Participants learn actionable strategies to build a supportive workplace culture.

Inclusive Leadership Training

Topics Covered: *Leadership, Inclusion, Culture*

A comprehensive session to develop inclusive leadership skills. Participants learn to create environments where everyone can thrive.

Inclusive Leadership Pt. 1

Topics Covered: *Leadership, Emotional Intelligence, DEI Strategy*

This session introduces core concepts of inclusive leadership, focusing on emotional intelligence and strategies to build equitable workplaces.

Inclusive Leadership Pt. 2

Topics Covered: *Leadership, Collaboration, Cultural Competency*

A continuation of inclusive leadership training, this session dives deeper into fostering cultural competency and collaborative team environments.

Inclusive Leadership in Action

Topics Covered: *Leadership, Implementation, Accountability*

This advanced session focuses on applying inclusive leadership practices to organizational challenges. Participants create actionable plans to embed inclusion in their leadership.



Trainings Contd.

Intent vs. Impact

Topics Covered: Bias, Communication, Inclusion

Explore the critical distinction between intent and impact in workplace interactions. Participants gain tools to navigate misunderstandings and foster inclusive communication.

Interrupting Bias

Topics Covered: Bias, Inclusion, Communication

This session examines implicit bias and its influence on workplace decisions. Participants gain tools to identify and interrupt bias effectively.

Interrupting Bias in the Workplace

Topics Covered: Bias, Workplace Culture, Inclusion

Participants explore real-world scenarios and learn strategies to challenge bias in their day-to-day workplace interactions.

JEDI Foundations*

Topics Covered: Justice, Equity, Diversity, Inclusion

An introduction to the principles of JEDI and their application in the workplace. Participants gain foundational knowledge to drive equity-driven initiatives.

JEDI Foundations 2*

Topics Covered: JEDI Implementation, Leadership, Equity

Building on foundational principles, this training focuses on implementing JEDI strategies. Participants develop actionable steps for advancing equity.



Trainings Contd.

Mentorship Program

Topics Covered: *Leadership Development, Professional Growth, Career Advancement*

This structured 9-12 month program pairs mentees and mentors to foster professional growth and develop leadership skills. With a digital platform for modules, participants gain access to guided learning and resources to build meaningful connections and achieve career goals.

Microaggressions & Unconscious Bias

Topics Covered: *Bias, Microaggressions, Inclusion*

This session explores the impact of microaggressions and unconscious bias in the workplace. Participants gain tools to address and prevent these behaviors.

Power in the Workplace

Topics Covered: *Power, Bias, Inclusion*

An exploration of power dynamics and their impact on workplace culture. Participants learn to navigate power structures with equity and awareness.

Productive Conversations Through an Equity Lens

Topics Covered: *Communication, Equity, Collaboration*

This session focuses on building communication skills that align with equity-focused organizational goals. Participants learn techniques to have constructive and meaningful discussions.

Project Management Training Series (Four 2-Hour Sessions)

Topics Covered: *Planning, Collaboration, Tools*

This series covers project management best practices, emphasizing alignment, problem-solving, and tool selection. Participants leave with actionable strategies to manage projects effectively.



Trainings Contd.

Strategic Plan Working Sessions

Topics Covered: Planning, Equity, Execution

Hands-on sessions to create actionable, equity-focused strategic plans. Teams align priorities and build clear implementation pathways.

The Roots of Racism

Topics Covered: Race, History, Equity

A comprehensive overview of systemic racism and its historical roots. Participants gain a deeper understanding of structural barriers and strategies for dismantling them.

Understanding and Addressing Conflict

Topics Covered: Conflict Resolution, Collaboration, Communication

Learn to address workplace conflict constructively through proven strategies. Participants gain tools to transform conflict into opportunities for growth.

Workplace Culture Series (Four 2-Hour Sessions)

Topics Covered: Culture, Leadership, Inclusion

An in-depth exploration of building and maintaining an inclusive workplace culture. Participants develop actionable strategies for long-term cultural transformation





Training Series

JEDI* Foundations Series – Shared Foundation & Goal Setting

Topics Covered: Embedding a JEDI* Lens, Language, Power, and Terms

Training Length: 2 - 6 Sessions

This series will explain how JEDI* (Justice, Equity, Action, Diversity, and Inclusion) can be defined and demonstrated in organizations, workplace culture, and individual behavior. Through a highly interactive approach, we will explore how to promote inclusivity, address accountability, and identify short and long-term goals to strengthen roles, teams, and workplaces.



Training Series

JEDI* GRASP Working Series (Goals, Roles, Actions, Strategies & Priorities)

Topics Covered: Embedding a JEDI* Lens, JEDI* Approach and Power

Training Length: 4 - 6 Sessions

Training prerequisites: JEDI* Foundations and JEDI* Action Planning

This series guides teams through the GRASP (Goals, Roles, Actions, Strategies & Priorities) approach, connecting elements, evaluating progress, and crafting action plans to enhance performance now and in the future.

JEDI* Action Planning

Topics Covered: Embedding a JEDI* Lens, Power, and Strategic Planning

Training Length: 2 - 6 Sessions

Training prerequisites: JEDI* Foundations

This training highlights how JEDI* (Justice, Equity, Diversity, and Inclusion) can be defined and demonstrated in your organization.

Topic-Based Conscious Conversations

Topics Covered: Client Selected Area(s), and JEDI* Framing
Training Length: 60 to 90-minute session(s)

These sessions will foster open, candid dialogue about the work environment through a JEDI* lens. Conducted in a dynamic town hall format, they provide a platform for participants to engage in facilitated conversations guided by our experienced team to promote meaningful exchange and actionable insights.



Ready to Partner with Us?

1. Select Your Classes or Services:

Review our training catalog and identify the workshops, multi-session series, coaching, or retreats that best meet your needs. If you're unsure, schedule a consultation with our team to help design a custom package.

2. Receive a Proposal and Contract:

Once your selections are finalized, we'll prepare a detailed proposal outlining the scope of work, deliverables, pricing, and timeline. After you review the proposal, we'll send you a service agreement to sign.

3. Process Your Payment:

An invoice will be issued after the contract is signed. Payment is required prior to scheduling services, and flexible installment options are available depending on the scope of the engagement.

4. Schedule Your Training or Services:

Upon receipt of payment, our team will work with you to confirm dates, times, and logistics for your selected trainings or services.

5. Deliver Training and Support:

We'll deliver your chosen sessions, whether in person or virtually. Post-session surveys will gather feedback from participants, helping to measure impact and identify areas for ongoing growth.

6. Evaluate and Plan Next Steps:

After your sessions, we'll schedule a debrief to discuss outcomes, survey results, and next steps. We'll also explore options for continued support, such as coaching, additional workshops, or strategic follow-ups to sustain progress.



Ready to Move to Action?

If you're prepared to create an inclusive workplace where innovation meets a thriving culture, contact us to create a program for your organization!

Get
Started

