

# Team Check-in Conversation: Social Justice + Human Rights

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## Email / Slack Meeting Preview

### In the first paragraph of your email, make sure to:

Insert authentic message from leader to the team, acknowledging whats happened or happening, and how they feel about it personally.

Share any words of support for the team and give permission for folks to do what they need to do during this time.

Speak to what the company stands for and believes related to social justice and human rights.

### Sample text

To: [allteam@company.com](mailto:allteam@company.com)

From: CEO

Subject: Team check-in conversation

We wanted to let everyone know that well be using the first half of our [All hands / Q&A time] today for our [family / team] (employees only) to discuss feelings and thoughts in regard to [specifically call out the topic, for example: the George Floyd catastrophe and senseless violence against black people in America].

The intention is to give those with something to say, the platform to express what theyre feeling and those who want to listen, the opportunity to hear.

[CEOs name]

## Team Meeting Facilitation Agenda

### CEO/Meeting Leader:

#### Open the meeting and share a high level agenda:

Reiterate thoughts shared in earlier email

Give specific context to the situation, using names:

Ex. George Floyd catastrophe and senseless violence against black people in America.

Were using this time to discuss feelings and thoughts

Well talk first about what it means to be an ally

Well give space for people acting as allies to share

Well then share some of what were doing as a company

Turn it over to facilitator(s)/moderator(s)

### People Ops / DEI Lead:

**Suggested script for helping people get grounded and feel safe to participate in the conversation:**

Lets close our eyes and take three deep breaths together to help us arrive  
Thank you for joining this conversation. In my experience, when were having these conversations and its awkward and uncomfortable, were probably doing it right. If there is a long silent pause, were probably doing it right. If there is emotion, were probably doing it right.

Theres no pressure, you dont have to say anything or do anything.

Everyone is on their own journey with understanding these systemic concepts that affect us in different ways.

This space is a space of support, and its a space where people can make mistakes in the spirit of learning and growth.

### **Explain what it means to be an ally and recognize that we have allies taking action internally.**

Step 1 is acknowledging the privilege that you have. You cant talk about allyship without talking about privilege.

Allies:

Understand that privileges are unearned benefits that one is afforded regardless of any effort of their own.

Capitalize on the privileges they have to help others.

Believe it is in their interest to be allies and can (and do) explain why

Step 2 is owning the education around both why privilege exists and how oppression of those without that privilege is perpetuated in society.

Allies:

Are committed to the personal growth required to be supportive

Work to understand personal and institutional experience

Can articulate how patterns of oppression can situate us as both oppressor and oppressed

Step 3 is taking action. Allyship only exists in the presence of action.

Allies:

Align publicly and privately and respond to needs

Expect to make some mistakes, but dont let that justify inaction

Promote a sense of inclusiveness and justice in an organization

### **Give space to people who are acting as allies to share**

<< Discussion >>

### **Wrap up**

- This conversation is about empowering allies to take initiative.
- A reminder that the work is always available/possible.
- Acknowledge that this was a real authentic connected moment of leadership and vulnerability.
- Next steps well take as a company and as individuals: [Examples
  - DEI Strategy and Plan
    - Building An Integrated Practice (around social justice communications and connections)
  - Deciding who will be monitoring
  - Whats our threshold for when we take action
  - How will we address social injustice impacts in our community?
    - Commit to self-study, learning and growth
    - Recommended readings
    - Create a Community slack channel for folks to share information]

# Suggested Readings

A great article on what it means to be anti-racist: [White Anti-Racism: Living the Legacy](#)

Definitions on How to Be an Ally if You Are a Person with Privilege: [allies](#)

Some well-intentioned, but recurring mistakes made by those who identify as allies  
[How Not to be an Ally](#)

[Waking Up White: And Finding Myself in the Story of Race](#)