Race Equity Cycle Pulse Check Recommended Steps

Step 1

Read our *Awake to Woke to Work: Building a Race Equity Culture* publication and/or attend an Open Enrollment Working Sessions .*

*Since the Pulse Check is designed using the Race Equity Cycle framework, it's important that your team have an understanding of it and what each stage/lever entails.

Step 2

Meet with colleagues to review the User Guide and determine the composition of the cross-functional team that will complete the Pulse Check.*

* The team of colleagues completing the Pulse Check should be as diverse racially/ethnically (and in terms of role/hierarchy) as possible given the composition of the organization as a whole. Members of a single management or program team, for example, should not complete the tool.

Step 3

Register your cross-functional team for access to the Pulse Check.

Your teammates will need to read and be familiar with the *Awake to Woke to Work* publication.

Step 4

Once approved, registered teammates will receive invitations to the Pulse Check. You will not be able to begin the Pulse Check until all teammates have accepted the invitation.* At this time, schedule a 2 hour meeting for the team to complete the Pulse Check within 10 - 14 days.

*Teammates have 14 days to accept the invite before they are removed from the team.

Step 5

Complete the Pulse Check as a team during your scheduled 2 hour meeting.

Once completed, a Pulse Check Score Report will be generated and displayed. You and your teammates will have access to the report for future reference.

Step 6

Reconvene the cross-functional team that completed the Pulse Check, review the Score Report and use its recommendations to prioritize action steps to begin/continue building a Race Equity Culture. Consider how the recommendations from the report will be shared across your organization to build momentum and buy-in for the action steps prioritized for implementation.*

*Consider engaging an equity consultant/coach to guide both prioritization of action steps and the messaging of recommendations/next steps across your organization