



bring
belonging
to **life**



amazeworks

Strategies for Creating Equity in the Workplace

1. **Ensure all in attendance can actively participate, be heard, and feel supported** by holding meetings in accessible spaces and times. Be flexible and ready to adjust time, location, and accessibility needs when needed. [Click here for strategies to make meetings more accessible.](#)
2. **Build in time for onboarding new staff** around workplace culture and communication, including the tools and digital platforms used.
3. **Prioritize accessibility in virtual spaces.** Think ahead about what folks may need, so they don't have to request accommodations. [Click here for guidance.](#)
4. **Anticipate and accommodate food restrictions.** Might there be people on vegan, gluten-free, or kosher diets? Are there any religious holidays being observed that may involve fasting? Make sure there are options across dietary needs whether supplying small meeting snacks or large meals for events.

Adapted from *Advancing Belonging in Organizations: An Equity Fluent Leadership Playbook*, Berkeley Center for Equity, Gender & Leadership, 2024.