



National MultiCultural Institute  
presents

**DIVERSITY LEADERSHIP INSTITUTE**  
**Professional Development for**  
**Diversity Practitioners**

April 21-23, 2010

Marriott Washington  
1221 22nd Street NW, Washington, DC 20037



Nonprofit Org.  
U.S. Postage  
**PAID**  
Suburban, MD  
Permit #7213

**National MultiCultural Institute**

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**DIVERSITY LEADERSHIP INSTITUTE**

- **Training of Diversity Trainers I and II**
- **Implementing Organizational Culture Change for Diversity & Inclusion**
- **Culture, Communication, and Conflict Resolution**



### Training of Trainers I - Facilitating Diversity Awareness Workshops (Intermediate)

**WHO SHOULD ATTEND:** Individuals experienced in facilitating workshops who have participated in personal cultural awareness training.

This workshop will enable participants to develop the curriculum customization and facilitation skills required to conduct training programs that promote individual behavior change and organization-wide culture change. Participants will learn how to facilitate NMCI's well-tested cultural awareness curriculum and explore its design and construction, as well as examine philosophies underlying diversity training.

Participants will: (1) expand their knowledge of diversity, inclusion, and cultural competency; (2) practice, and receive feedback on facilitation skills; and (3) acquire resources for adapting the curriculum to their setting. This session will also cover the benefits of working in multicultural teams and examine possible workshop predicaments.



**Ruth Littlejohn** is founder and president of Working Life & Teams, Inc., a consulting firm that helps organizations navigate change. Ms. Littlejohn works with Fortune 500 companies, non-profit organizations and individuals, and is the author of the article, "Diversity Practitioner, Heal Thyself," in OD Practitioner.



**Steven Rivelis** is CEO of Campaign Consultation, Inc. His experience includes diversity training and coaching for such organizations as the International Monetary Fund. He is known for creating social change using the "Winning Movements" curriculum he developed, and shaping the White House's landmark website [www.USAFreedomCorps.gov](http://www.USAFreedomCorps.gov).

### Culture, Communication, and Conflict Resolution (Intermediate)

**WHO SHOULD ATTEND:** Individuals who have participated in personal cultural awareness training and who wish to enhance their ability to resolve cross-cultural conflicts.

Communicating – whether in person, on the phone or electronically – is necessary in daily life. Conflict – whether big or small – is also unavoidable. Challenges are inherent in both areas, but add cultural differences to the mix, and the chances of conflict increase exponentially.

This workshop will enable participants to increase their cultural awareness and communication skills; learn the building blocks to having difficult conversations; become familiar with methods for managing emotions intrinsic in conflict; understand the differences between true cultural differences and stereotypes; and practice new skills through role playing and other exercises with real world examples.



**Iantha Gantt-Wright** is President and Founder of The Kenian Group which works with a broad range of organizations to develop and sustain long-term and successful diversity efforts. Her clients have included the National Wildlife Federation, Trust for Public Land, National Network of Forest Practitioners, and the DC Public Schools.



**Zoe Segal-Reichlin** is an associate in the New York office of Cleary Gottlieb Steen & Hamilton LLP. She is also currently an adjunct professor of law at Georgetown Law School, and has taught negotiation and conflict resolution for such organizations as Harvard Law School, the International Criminal Court at The Hague, and the AEGEE International Negotiation Days Conference in Poznan, Poland.

### Training of Trainers II - Training for Cultural Competence: Beyond the Basics (Advanced)

**WHO SHOULD ATTEND:** Individuals with experience designing and facilitating diversity training or who have completed TOT I.

Building cultural competency is a life-long learning process, and true organizational culture change occurs when individuals have continuous opportunities to learn and apply new knowledge and skills to work effectively in a diverse environment. The purpose of this workshop is to take diversity facilitators "beyond the basics" to create continuing in-depth educational programs to drive the organizational change initiative.

Participants will: (1) explore methods for creating a learning environment that extends beyond the training room; (2) develop techniques for assessing the needs of an organization and the training participants; (3) translate assessment results into a responsive curriculum; and (4) cultivate advanced facilitation skills for promoting behavior change.



**Eva Young**, a senior associate at NMCI, designs and delivers strategic interventions to create inclusive workplaces, effective teams, and culturally competent leaders. She has worked with clients such as Sodexo, Teaching for Change, Northrop Grumman, and the Academy for Educational Development.



**Karyn Trader-Leigh**, a senior associate with NMCI, has over 25 years experience in NGO and public sector organizations. She has held positions as the Director of Human Resources for Network Solutions and served with TRW as Director of Organization Development and Training. Her clients have included IBM, AT&T, NASA, United Nations, U.S. State Department, and the Rockefeller and Knight Foundations.

### Implementing Organizational Culture Change for Diversity and Inclusion (Advanced)

**WHO SHOULD ATTEND:** Experienced organizational development professionals working on a diversity initiative within their organization or community.

This workshop outlines NMCI's unique, comprehensive time-tested framework for implementing organizational culture change. It introduces the elements of a successful initiative that embeds diversity and inclusion principles into core organizational systems to ensure sustainability.

Concentration areas include: planning and designing an initiative; developing a diversity council and a strategic plan; creating cultural fluency; and building a communications plan. Participants explore models and tools for designing and implementing a strategy that effectively infuses diversity and inclusion into an organization.



**Manny Brandt**, Lead Trainer for NMCI, has worked extensively with a variety of public and private institutions to navigate organizational change for diversity and inclusion. His clients have included Casey Family Services, Value Options, Academy for Educational Development, and the United Nations.



**Dolores Fridge** is the Chief Resolution Officer for Medtronic, Inc. She is the former Associate Vice Chancellor of Equal Opportunity and Diversity for the Minnesota State Colleges and Universities System. She is also the former Commissioner of the Minnesota Department of Human Rights.

# General Information

## GENERAL INFORMATION

### Institute Site:

Marriott Washington ([www.marriott.com](http://www.marriott.com))  
1221 22nd Street NW  
Washington, DC 20037  
Telephone: (202) 872-1500 / (800) 393-3053

### The Marriott Washington Hotel Rates:

\$179.00 single / double occupancy

To receive the above rate, reservations must be made directly with Marriott by **March 30, 2010**. Ask for the **National MultiCultural Institute** conference rate. NMCI has a limited number of rooms at this rate. Make your reservations early! NMCI's conference code is **nminnia**.

**Registration:** Complete the attached registration form and return with full payment or Purchase Order to NMCI or **register online at [www.nmci.org](http://www.nmci.org)**. Please indicate name of attendee with all payments..

**Registration Fees include:** Continental breakfasts, refreshments, and a certificate of attendance.

**Refund Policy:** To receive a refund, withdrawals must be made in writing and postmarked no later than **March 30, 2010**. No refunds will be made after that date. All refunds are subject to a \$75 administrative charge, and will be mailed after the Institute.

**Parking:** On-site self-parking is available for \$30 per day and valet parking is available for \$34 per day.

**Public Transportation:** This Georgetown hotel has easy access to two Metro stations that are within walking distance of the hotel, DuPont Circle on the Red Line, and Foggy Bottom-GWU on the Blue and Orange Lines. It is located only 15 minutes from Washington Reagan National Airport and 45 minutes from Dulles Airport.

### NMCI Conference Contact:

Conference Contact:	Conference Registrar:
Diana Hossack	Audrey May
<a href="mailto:DHossack@nmci.org">DHossack@nmci.org</a>	<a href="mailto:AMay@nmci.org">AMay@nmci.org</a>
(202) 483-0700, ext. 232	(202) 483-0700, ext. 233

## CERTIFICATE TRAINING PROGRAMS

Upon completion of any of NMCI's four workshops, participants will receive a certificate of attendance from the National MultiCultural Institute.

## CONTINUING EDUCATION UNITS

CEUs are available to counselors, psychologists, and social workers, as approved by NBCC, MD Board of Examiners of Psychologists, and NASW. The fee is \$15. **More information is available at [www.nmci.org](http://www.nmci.org)**.

## More About NMCI's Diversity Leadership Institute

The **National MultiCultural Institute** (NMCI) brings together professionals from across the country and around the world to explore diversity and multiculturalism in both personal and professional contexts. The three-day Institute includes: (1) a series of workshops for professional development on diversity and training; (2) special events for networking and relationship-building in the field; and (3) opportunities for dialogue on the critical issues of multiculturalism in our society.

## INSTITUTE SCHEDULE

### Wednesday, April 21, 2010

**9:00 am – 10:30 am – Welcome and Keynote Address**  
(Watch [www.nmci.org](http://www.nmci.org) for more information!)

**10:30 am – 5:00 pm – Workshops begin**

### 5:30 pm – 9:00 pm – Historic Tour of DC

Enjoy dinner at Ben's Chili Bowl, famous for its chili dogs, chili half-smokes, and bowls of beef or veggie chili. Then, take a tour of the U Street neighborhood, once dubbed "Black Broadway." A community shared by African American intellectuals, business leaders, and families of all economic levels, the businesses they owned and the houses they lived in are featured on this 2-hour walk. (\$50/person; limited availability.)



### Thursday, April 22, 2010

**9:00 am – 5:00 pm – Workshops continue**

### Friday, April 23, 2010

**9:00 am – 5:00 pm – Final day of Workshops**

**WHO SHOULD ATTEND:** Managers and administrators, human resource personnel, trainers and consultants, educators, healthcare and social service professionals, conflict resolution practitioners, and others concerned with diversity and inclusiveness who work in the corporate, government, education, and non-profit sectors.

**ABOUT NMCI:** The **National MultiCultural Institute** (NMCI) is a private, nonprofit organization founded in 1983 whose mission is to work with individuals, organizations, and communities in creating a society that is strengthened and empowered by its diversity. Through its programs, NMCI leads efforts to increase communication, understanding, and respect among diverse groups, and addresses important issues of multiculturalism facing our society. In addition to its twice annual **Leadership Institutes**, NMCI provides **Organizational Consulting and Training** on diversity issues, publishes books and training manuals through **NMCI Publications**, and develops **Leading Edge Projects** in the field.

"Thank you for the tremendous facilitation/training. These were the most knowledgeable instructors I've ever experienced in this field."

*Portia Davidson, Advisor/Office of Diversity,  
US Coast Guard*

# NMCI Publications

## *Designing and Implementing a Diversity Initiative: A Guide for Organizational Culture Change*

By Maria Morukian and Manny Brandt

325 pages, 2009

This in-depth manual for diversity practitioners details NMCI's unique, comprehensive and time-tested framework for implementing organizational culture change. It includes sections on Planning and Designing a Sustainable Initiative, steps to Developing a Diversity Council and a Strategic Plan, and suggestions for implementing a Communication Plan and Creating Cultural Fluency. The manual provides the tools needed to conceptualize the most effective strategies for infusing diversity and inclusion into an organization.

## *Developing Diversity Training for the Workplace: A Guide for Trainers*

9th Edition, By Lauren N. Nile, JD

300 pages, 2008

A detailed manual for diversity trainers including sections on Trainer Readiness Self-Assessment, Managing Personal Hot Buttons, Working Effectively in a Diverse Training Team, Design Theory and Models, Elements of a One-Day Workshop, lectures, exercises, extensive references to resource materials, a bibliography, and more.

## *Teaching Skills and Cultural Competency: A Guide for Trainers*

5th Edition, By Rohini Anand, PhD

356 pages, 2008

This detailed manual provides guidance to diversity trainers who want to conduct workshops that build specific skills and cultural competency. The manual includes sections on Models of Cultural Competency, Communication, Conflict Resolution, Team Building, Giving Effective Feedback, and Individual/Organizational Action Planning. It also provides tools for designing an effective needs assessment, and identifying the advantages and pitfalls of working in diverse training teams.

## *Customizing Diversity Training with Case Vignettes*

3rd Edition, By Rohini Anand, PhD with Shilpa A. Hart

214 pages, 2004

This guide includes detailed instructions for trainers on how to incorporate case studies into a training plan and how to effectively facilitate discussions on these cases. It also provides a collection of brief case scenarios that trainers can use in workplace, education, or service provider contexts.

## *A Diversity Glossary*

2nd Edition, By Elsie Achugbue

95 pages, 2009

This unique glossary provides diversity trainers, consultants, educators, and organizational leaders with a comprehensive list of commonly used diversity terms, phrases, and acronyms. As a reference tool, the glossary presents widely accepted definitions and common usage of terms, and includes the historical and political contexts in which some terms arose.

## *TIPS and TOOLS for Building Inclusive Organizations*

22 pages each, 2007

Two booklets of tips and tools for building an inclusive workplace that can be used as a desktop reference for managers and employees.

Go to [www.nmci.org](http://www.nmci.org)  
to see more publications

# Registration & Publications Order Form

Register at [www.nmci.org](http://www.nmci.org)

Please print

NAME \_\_\_\_\_ JOB TITLE \_\_\_\_\_

EMPLOYER \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DAYTIME PHONE \_\_\_\_\_ FAX \_\_\_\_\_

EMAIL \_\_\_\_\_

Check the level of formal training you have received in diversity work:  Beginner  Intermediate  Advanced  
Ethnic/Racial/Cultural Background \_\_\_\_\_ Age \_\_\_\_\_ Gender \_\_\_\_\_

How did you hear about us?  Brochure  NMCI E-Newsletter  NMCI Web site  Colleague  Internet  Other

### Step 1 – Workshop Options: Check one box

- Training of Trainers I - Facilitating Diversity Awareness Workshops  
 Training of Trainers II - Training for Cultural Competence: Beyond the Basics  
 Implementing Organizational Culture Change for Diversity and Inclusion  
 Culture, Communication, and Conflict Resolution

Registration Options	Received by March 3	Received by March 30th	Received after March 30th or onsite	Enter Amount
Corporate	\$1150	\$1250	\$1300	
Individual/Nonprofit	\$ 800	\$ 900	\$ 950	

Group Discount: Deduct 10% for groups of 3 or more  
Dinner and Historic DC Tour (\$50)

Fee for Continuing Education Units (\$15) Circle one: General Counselor Psychology Social Work

Subtotal Conference Fees

### Step 2 – Publication Order

Publication Title	Price	S & H	Quantity	Subtotal
Designing and Implementing a Diversity Initiative	\$169.95	\$15.00		
Developing Diversity Training for the Workplace	\$169.95	\$15.00		
Teaching Skills and Cultural Competency	\$169.95	\$15.00		
Customizing Diversity Training with Case Vignettes	\$49.95	\$5.00		
A Diversity Glossary	\$24.95	\$5.00		
Tips & Tools for Building Inclusive Organizations	\$10.00	\$5.00		
			Subtotal Publications	

### Step 3 – Total Amount Enclosed (Registration + Publications)

### Step 4 – Payment Method

- Check Enclosed – Please make checks payable to: National MultiCultural Institute  
 P.O. # \_\_\_\_\_ Credit Card –  Visa  MasterCard  AmericanExpress

Name on Card \_\_\_\_\_

Billing Address \_\_\_\_\_

Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_ Signature \_\_\_\_\_

### Step 5 – Special Needs



### Step 6 – Submit this form

By Mail: NMCI, 3000 Connecticut Avenue NW, Suite 438, Washington, DC 20008-2556

By Fax: (202) 483-5233 or [register online at www.nmci.org](http://www.nmci.org)

NMCI cannot complete your registration until you have: Specified your workshop choice and sent full payment or an authorized purchase order.