XCELERATE TRAINING INSTITUTE

your learning & development partner

DIVERSITY, EQUITY, AND INCLUSION (DEI)

Unconscious Bias Awareness Training Course

DURATION	LANGUAGE	FORMAT
3 days	English	Classroom / Online

Upcoming dates

Dates	Venue	Format	Fee
18 – 20 Jan 2027	Live online	Online (live)	€900
26 – 28 Jul 2027	Live online	Online (live)	€900
23 – 25 Aug 2027	Geneva	Classroom	€3,200

Register or ask a question

Online: x8ti.com/course/unconscious-bias-awareness-training-course/

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Unconscious Bias Awareness Training Course

Introduction

Unconscious bias often shapes our perceptions and decisions without our conscious awareness, influencing workplace dynamics, team cohesion, and organizational outcomes. This comprehensive three-day training course helps participants uncover and address these biases, fostering an environment of equity, respect, and inclusiveness. Through practical strategies and engaging activities, participants will be equipped to identify and mitigate unconscious bias in hiring, promotion, leadership, and daily workplace interactions.

This Xcelerate Training Institute's training course helps participants recognize and address unconscious biases affecting workplace decisions and interactions.

Learning Objectives

By the end of this Xcelerate training course, participants will:

- Comprehend the science behind unconscious bias and how it affects individual and organizational outcomes.
- Recognize their own biases and understand how they manifest in workplace decisions.
- Develop practical strategies to interrupt and mitigate unconscious bias in their professional interactions.
- Cultivate behaviors that promote fairness, equity, and inclusivity within their teams and organizations.

Training Methodology

This Xcelerate training course employs an interactive and participant-centered approach to learning, using:

- Interactive Workshops: Group discussions, activities, and collaborative problem-solving based on real-world scenarios.
- Case Studies: Analyzing and addressing bias in authentic workplace situations.
- Role-Playing Exercises: Simulating real-world interactions to identify and counteract unconscious biases in the moment.
- Video-Based Scenarios: Visual demonstrations of bias at work, followed by guided discussions to identify best practices.
- Self-Reflection Exercises: Personal assessments and activities to enhance self-awareness of bias triggers and patterns.

Benefits for You

Participants will benefit by:

- Gaining heightened self-awareness of unconscious thought patterns.
- Developing stronger interpersonal skills for empathetic and inclusive communication.
- Making balanced, objective decisions that are free from the influence of unconscious biases.
- Building a reputation as a fair and equitable team member or leader.

Benefits for Your Organisation

Organizations implementing this Unconscious Bias Awareness Training Course will see:

- A workplace culture that values diversity and inclusivity.
- Enhanced employee morale, trust, and engagement driven by fairness and respect.
- Greater innovation and productivity through diverse perspectives and ideas.
- Reduced biases in recruitment, performance evaluations, and promotions, resulting in equitable opportunities for all employees.

Who Should Attend

This Unconscious Bias Awareness Training Course is suitable for:

- Employees at all levels, including frontline staff and administrative teams.
- Managers and supervisors are responsible for team dynamics and decision-making.
- Senior leadership is tasked with setting organizational culture and strategy.
- HR professionals and recruiters looking to create unbiased hiring and retention practices.

Course Outline

Understanding Unconscious Bias

- Definition and types of unconscious bias.
- The neuroscience of unconscious bias: How the brain creates implicit associations.
- Exploring the origins of bias: Cultural, societal, and personal influences.
- Differentiating between conscious and unconscious biases.

Types of Workplace Bias

- Affinity bias: Favoring those like oneself.
- Confirmation bias: Seeking information that confirms pre-existing beliefs.
- Halo and horn effects: Overgeneralizing positive or negative traits.
- Identifying biases in hiring, performance evaluations, and leadership decisions.

Personal Awareness of Bias

- Self-assessment: Recognizing individual bias triggers.
- Tools for self-reflection: Implicit Association Tests (IAT) and journaling exercises.
- Sharing and discussing personal experiences of bias in the workplace.

Strategies to Interrupt Bias

- HALT framework: Steps to manage decisions under pressure (Hungry, Angry, Lonely, Tired).
- Perspective-taking: Actively considering others' experiences and viewpoints.
- Developing mindfulness to pause and challenge assumptions.
- Structured decision-making tools to reduce biased judgments.

Case Studies and Role-Playing

- Interactive case studies on workplace bias: Recruitment, promotion, and team dynamics.
- Role-playing exercises: Simulating difficult conversations and real-world scenarios.

- Group discussions to identify effective mitigation strategies.

Inclusive Communication and Leadership

- Building inclusive communication habits: Avoiding microaggressions and biased language.
- Inclusive leadership practices: Modeling equitable behavior and fostering team trust.
- Providing feedback and recognition in a bias-free manner.

Organizational Impact of Unconscious Bias

- What a bias impacts employee morale, retention, and innovation.
- Recognizing systemic biases in workplace policies and practices.
- The business case for diversity, equity, and inclusion (DEI): Enhancing organizational performance.

Fostering a Culture of Awareness and Inclusivity

- Establishing bias-awareness programs within teams and departments.
- Encouraging open discussions about bias and inclusivity.
- Developing DEI initiatives that align with organizational goals.

Action Planning and Next Steps

- Creating individual action plans to address personal biases.
- Designing team and organizational strategies to reduce systemic biases.
- Identifying resources for continued learning and accountability (toolkits, reading materials, and follow-up sessions).
- Group presentations: Sharing action plans and gaining feedback.

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Registration Form

Unconscious Bias Awareness Training Course

Preferred dates: ..... Venue or online: .....

Duration: 3 days Language: .....

Please complete and email this form to us, or register online. We confirm your place and send the invoice within one working day.

Delegate information

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Official email: ..... Personal email: .....

Company information

Company name: .....

Address: .....

City / country: ..... VAT / tax number: .....

Person responsible for training & development

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

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