

These tools and resources have been pulled from various websites. The Greater Mankato Diversity Council does not endorse the contents of the items on the following pages. Your organization must decide what tools and resources fit your needs and will reap the most rewarding benefits.

## Minnesota Based Organizations

### **MultiCultural Development Center**

[www.mcdc.org](http://www.mcdc.org)

“For over a decade, the United States has seen dramatic changes in the fabric of our workplace. An increasing percentage of our work force is now comprised of women, minorities, and immigrants. As the workplace and marketplace continue to change, more and more companies are educating their employees about cultural diversity awareness. An understanding of the issues that arise due to differences between gender, age, religions, lifestyles, beliefs, physical capabilities and cultures is needed to bring out the best in all of us. The creativity, flexibility and commitment gained from our interactions with other cultures and peoples will empower us all.”

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### **Minnesota Diversity**

[www.minnesotadiversity.com](http://www.minnesotadiversity.com)

“Minnesota Diversity is a network of local diversity employment Web sites committed to connecting employers with qualified, local applicants of all backgrounds. We understand that creating an inclusive, progressive work environment goes beyond just recruitment. Please explore the different areas of our site to experience a comprehensive diversity resource for your local community.”

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### **Minnesota Business Leadership Network**

[www.mnbln.org/best-practices.htm](http://www.mnbln.org/best-practices.htm)

“The Minnesota Business Leadership Network (MNBLN) is a state chapter of the United States Business Leadership Network (USBLN). The BLN offers participating employers resources for recruiting candidates with disabilities, information on disability issues/topics, recognition for best disability employment practices, and exposure to an untapped market for goods and services.”

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### **Diversity Foundation**

[www.diversityfoundation.org](http://www.diversityfoundation.org)

“Diversity Foundation, Inc. is committed to bridging the gap between people of all cultures and ethnicity. Our mission is to facilitate, build and create interaction, understanding and dialogue between diverse cultures, sharing in a meaningful common inclusive society where the gap between persons of all cultures, disabilities, gender and religious differences may be accepted and bridged.”

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### **Gender Education Center**

[www.debradavis.org/gecpage/gecwelcome.html](http://www.debradavis.org/gecpage/gecwelcome.html)

“The Gender Education Center is a Minnesota-based advocacy and education non-profit organization working toward understanding, acceptance and support for the GLBT (Gay, Lesbian, Bisexual, Transgender) communities with an emphasis on differently gendered people. Starting our work in 1990, we became a Minnesota non-profit corporation in 1994. Believing that much of the hatred in our world is rooted in fear of the unknown, we go where there is opportunity to work for change to provide resource information, presentations, workshops, training, and consulting on transgender issues. We work side by side with transgender people who are trying to live their lives. We advocate for change in work places, schools, government & law enforcement, and health care systems on issues of basic human rights with people who identify as differently gendered.”

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### **Minnesota Department of Human Rights**

[www.humanrights.state.mn.us/](http://www.humanrights.state.mn.us/)

“At the Minnesota Department of Human Rights the mission is “to make Minnesota discrimination free.” They aim to achieve this goal by investigating charges of illegal discrimination and helping people find the help they need.”

## **Resource Tools**

### ***Building Cultural Competence: A Tool Kit for Workforce Development***

By Karen Trader-Leigh

\$17.00 (order must be placed through the Joint Center website)

[www.jointcenter.org/publications](http://www.jointcenter.org/publications)

“If you are a job trainer, job coach or other professional in the workforce development field, you will find this publication especially useful. Its focus is on ways to assess and manage cultural competence both in training programs and with prospective employers. First-line supervisors will also find it highly valuable in assisting culturally diverse and often low-skilled employees new to the workforce. It contains numerous checklists, questionnaires and other hands-on tools.

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***Creating the Multicultural Organization: A Strategy for Capturing the Power of Diversity***

By Taylor Cox

\$23.96

[www.barnesandnoble.com](http://www.barnesandnoble.com)

“The globalization of business, the increased use of teams, and changing workforce demographics have all made managing workforce diversity a critical competency for today's organizations. But for many companies, efforts to manage diversity have produced disappointing results. This book offers proven methods that show how you can achieve breakthrough results in this often difficult and complex area.”

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***Generations at Work: Managing the Clash of Veterans, Boomers, Xers, and Nexters in Your Workplace***

By Ron Zemke

\$21.60

[www.barnesandnoble.com](http://www.barnesandnoble.com)

“Generations at Work supplies insights and practical solutions for understanding differences, resolving conflicts, and managing effectively in today's age-diverse workplace. The book gives you: profiles of four distinct generations; case studies in generational peace; a practice exercise; and answers to the 21 most frequently asked questions about managing in a multigenerational workplace. "For anyone struggling to manage people who just don't see work (or life) the same way, *Generations at Work* helps you understand the gulf that separates the generations - and offers practical guidelines for building a harmonious workforce where people rally together for the organization, not against each other.”

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***Building Skills for Black Workers: Preparing for the Future Labor Market***

By Cecilia A. Conrad

\$27.00

[www.barnesandnoble.com](http://www.barnesandnoble.com)

“Building Skills for Black Workers assesses the current gap in education and training between African American and white workers, and explores possible remedies. This multi-author volume begins with an examination of the elementary and secondary education system (K-12) and concludes with an analysis of public and private worker training programs.”

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***The Managing Diversity Survival Guide***

By Lee Gardenswartz and Anita Rowe

\$27.00

[www.amazon.com](http://www.amazon.com)

“Put theory into practice with these easy-to-use materials. Packed with over 80 activities, worksheets, charts, surveys, checklists (all on diskette) and transparency masters, the Survival Guide walks you through everything from interviewing to communication to coaching employees in a diverse work place.”

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***Making Diversity Work: Seven Steps for Defeating Bias in the Workplace***

By Sandra Theiderman

\$25.00

[www.thiederman.com](http://www.thiederman.com)

“Litigation, costly turnover, lost business and discrimination. These are just a few of the prices we pay for allowing bias to flourish in the workplace. Drawing on 25 years experience in the field, Sondra Theiderman has found a way to prevent these losses. Making Diversity Work provides executives and managers with a step-by-step strategy for minimizing bias and maximizing their ability to manage diversity effectively.”

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***The 10 Lenses: Your Guide to Living and Working in a Multicultural World***

By Mark A. Williams

\$14.20

[www.barnesandnoble.com](http://www.barnesandnoble.com)

How do you view the world and others you work with, live with, pass on the street? Are you an Assimilationist who believes that everyone should just become a regular American? A Culturalcentrist who believes that a person’s race or ethnicity is central to their personal and public identity? A Meritocratist who believes that if you have the abilities and work hard enough, you can make your dreams come true regardless of race or culture? Or are you a Victim/Caretaker who believes that because of prejudice, you will never succeed? Are you Colorblind, believing that we are all the same under our

skin? These are just five of the ten "lenses" leading business consultant Mark Williams has developed to profile how people "view" race, culture and ethnicity in their world. For corporations, civic institutions, individuals —these ten lenses provide easily accessible and recognizable profiles of people's belief systems that affect how they interact with others in the workplace and in society.

## Websites

### **Annie E. Casey Foundation**

#### **Jobs and Race**

[www.aecf.org/initiatives/jobsandrace/](http://www.aecf.org/initiatives/jobsandrace/)

“The Annie E. Casey Foundation is committed to understanding and addressing issues of race, ethnicity and culture as they affect efforts to improve the lives of children, youth and families in low-income neighborhoods.”

Through grants in every investment area, the Foundation is demonstrating a commitment in acknowledging these factors and determining how effective solutions contribute to better outcomes for families. The foundation's initiatives on improving families' access to jobs and economic success have resulted in a “cultural competence in workforce development strategy.”

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### **Cornell University**

#### **Programs for Employment and Workplace Systems**

[www.ilr.cornell.edu/PEWS/](http://www.ilr.cornell.edu/PEWS/)

“For over 20 years, Programs for Employment and Workplace Systems (PEWS) at Cornell has been combining research knowledge with consulting, facilitation and training expertise to help organizations undertaking change efforts. Our primary mission is to be a resource to organizations that desire to improve their effectiveness using participatory strategies.”

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### **Diversity, Inc.**

[www.diversityinc.com](http://www.diversityinc.com)

“Diversity, Inc. is a website and a magazine written for senior management at large corporations and owner/partners of women- and minority-owned businesses, It is appropriate for line management and our sophisticated content has attracted a well-educated, affluent, involved and active audience”

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### **Ethnic Majority**

[www.ethnicmajority.com](http://www.ethnicmajority.com)

“Ethnic Majority is a non-profit organization dedicated to empowering African, Hispanic, and Asian Americans to advance themselves in society and improve their quality of life. We do this by focusing on the major challenges that face people of color in a number of critical interest areas, such as: business, politics, civil rights, media/entertainment, workplace, consumer, housing, healthcare and education.”

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### **Joint Center for Political and Economic Studies Network of Alliances Bridging Race and Ethnicity (NABRE)**

[www.jointcenter.org/nabre](http://www.jointcenter.org/nabre)

“A network that links national and community-based organizations working across the country to bridge racial and ethnic divisions. Utilizing communications opportunities created by the information technology revolution, as well as traditional means of communication and interaction, NABRE enables these organizations to share ideas and experiences and to build mutual support.”

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### **National Council of La Raza**

[www.nclr.org](http://www.nclr.org)

“The National Council of La Raza - the largest national constituency-based Hispanic organization and the leading voice in Washington, DC for the Hispanic community - is a private, nonprofit, nonpartisan, tax-exempt organization established to reduce poverty and discrimination and improve life opportunities for Hispanic Americans. Four major functions provide essential focus to the organization’s work: capacity-building assistance; applied research, policy analysis, and advocacy; public information efforts; and special and international projects. These functions complement NCLR’s work in five key strategic priorities - education, assets/investment, economic mobility, health, and media/image/civil rights. Founded in 1968, NCLR began as a regional organization concerned primarily with providing grassroots support to Mexican Americans in the Southwest.”

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**National Multicultural Institute (NMCI)**

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

“Founded in 1983, NMCI is proud to be one of the first organizations to have recognized the nation's need for new services, knowledge, and skills in the growing field of multiculturalism and diversity.

NMCI's mission is to work with individuals, organizations, and communities in creating a society that is strengthened and empowered by its diversity. Through its initiatives, NMCI leads efforts to increase communication, understanding and respect among people of diverse backgrounds and addresses some of the important systemic issues of multiculturalism facing our society. We accomplish this through our Conferences in the Spring and Fall, individualized organizational training and consulting interventions, publications, and leading edge projects.”

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**Society for Human Resource Management (SHRM)**

[www.shrm.org/diversity](http://www.shrm.org/diversity)

“SHRM is the leading voice of the human resource profession. SHRM provides education and information services, conferences and seminars, government and media representation, online services and publications to more than 115,000 professional and student members throughout the world. SHRM sponsors an annual Diversity Conference and offers a workplace diversity tool kit and articles online.”

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**Unity First**

[www.unityfirst.com](http://www.unityfirst.com)

“Unity First Online is a direct e-mail news service that reaches communities of color (African Americans, Africans, Caribbeans, Latinos, Asians, Native Americans), including community-based organizations, business / professional groups, social associations, and spiritual outlets across the U.S. and beyond. African American Newswire, also located on the website, connects you with over 4000 ethnic media outlets in the African American, African, Caribbean, Latino, Asian, Native American press (Broadcast, TV, Radio, Internet, Newspapers, Magazines).”

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**U.S. Department of Labor (DOL)**

[www.dol.gov](http://www.dol.gov)

“The DOL fosters and promotes the welfare of the job seekers, wage earners, and retirees of the United States by improving their working conditions, advancing their opportunities for profitable employment, protecting their retirement and health care benefits, helping employers find workers, strengthening free collective bargaining, and tracking changes in employment, prices, and other national economic measurements. In carrying out this

mission, the Department administers a variety of Federal labor laws including those that guarantee workers' rights to safe and healthful working conditions; a minimum hourly wage and overtime pay; freedom from employment discrimination; unemployment insurance; and other income support.”

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### **U.S. Equal Employment Opportunity Commission (EEOC)**

[www.eeoc.gov](http://www.eeoc.gov)

“Throughout its existence, the EEOC has focused on one simply stated mission: the elimination of illegal discrimination from the workplace. To accomplish that goal, various approaches some dictated by statutory limitations and some by philosophical and managerial considerations have been employed. EEOC has five commissioners and a General Counsel appointed by the President and confirmed by the Senate. The General Counsel is responsible for conducting EEOC enforcement litigation under Title VII of the Civil Rights Act of 1964 the Equal Pay Act (EPA), the Age Discrimination in Employment Act (ADEA), and the Americans with Disabilities Act (ADA). The website provides information about anti-discrimination laws, regulations and information of the types of discrimination, filing a charge of discrimination, and information for employers. EEOC also conducts training, outreach and several initiatives.”

## **Consultants**

### **Minority Corporate Counsel Association**

[www.mcca.com](http://www.mcca.com)

“The Minority Corporate Counsel Association (MCCA) was founded in 1997 to advocate for the expanded hiring, retention, and promotion of minority attorneys in corporate law departments and the law firms that serve them. MCCA accomplishes its mission through the collection and dissemination of information about diversity in the legal profession.”

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### **One Ummah Consulting**

[www.oneummahconsulting.com](http://www.oneummahconsulting.com)

“One Ummah is a team of consultants, trainers and consultants who have come together from a broad range of fields to assist organizations in building their multicultural competence. With over 50 years of combined experience, we offer innovative solutions, comprehensive strategies, and a wide range of services to help organizations move from awareness to action in creating more inclusive and productive work and learning environments. Whether it be organizational development, recruitment, or assessment, our team will create a program to meet the unique needs of your organization. Expertise in

areas drawing from academics, and experience, we will help you fulfill your mission with proven techniques that go beyond “awareness” to “action”, from “why” to “how.”

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**Women’s Foundation of Minnesota**

[www.wfmn.org](http://www.wfmn.org)

“The Women’s Foundation rallies the hearts, minds and resources of Minnesotans in support of an equitable world for women and girls. Our vital grant making programs empower organizations by and for women and girls to affect social systems through grassroots activism and change-oriented initiatives. As a bold voice for our grantees and their causes, we are a key partner working with grantees and donors to create a dynamic landscape of equality and justice. We listen to women from a diversity of backgrounds--racial and ethnic, sexual orientations, ages, religious, and physical abilities--and invest in community needs. We encourage individuals and institutions to give to and work with the Women’s Foundation, knowing that their collective contributions are a powerful way to attain equality between the sexes.”

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**Acknowledgement:**

The Chicago Jobs Council Cultural Competency and Employment Initiative

