



JOB BOX TALK INSTRUCTOR GUIDE

Unconscious Bias

1. DEFINE THE TOPIC AND GIVE EXAMPLES

Unconscious biases are social stereotypes about certain groups of people that individuals form outside their own conscious awareness. Everyone holds unconscious beliefs about various social and identity groups.

Bias: We have a bias when, rather than being neutral, we have a preference for (or aversion to) something, which could include a person or a group of people.

EXAMPLES:

Race/Ethnicity: Choosing to work with people who look like us or are from a similar background. We tend to choose the comfortability of familiarity.

Gender: Assuming women can't handle tough situations or manual labor. We tend to overestimate men's performance and underestimate women's performance. As a result, women are often hired based on past accomplishments whereas men are hired based on their potential.

IMPACT

2. EXPLAIN THE IMPACT OF THE TOPIC

- Unconscious (Implicit) bias can lead to unfair treatment of certain individuals or groups
- Interferes with sound decision-making
- Could result in certain individuals or groups receiving less training or opportunities for advancement.
- Can result in less effective communication across a job site



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Expectations

3. DESCRIBE EXPECTATIONS FOR ACCEPTABLE BEHAVIOR.

Recognizing that we all have unconscious biases and taking steps to identify which ones are yours and how they might be impacting your behavior at work is key. Lucky for us, unconscious bias is not permanent! With effort and reflection, we can limit the impact of unconscious biases.

Make sure that you:



QUESTION your thinking.



AVOID generalizations.



PAY ATTENTION to your words.



MAKE AN EFFORT to treat people fairly.



4. ASK REFLECTION QUESTIONS

If everyone made an effort to slow down their thinking and avoid making decisions influenced by biases, what would the impact be on the work environment?

5. END WITH KEY TAKEAWAYS

Each of us has some unconscious (Implicit) biases, but we can take steps to override them so that they do not negatively impact how we treat others at work.