

# Multicultural Organizational Development Checklist

Adapted For University Advancement Professionals

Goals	Met	In Progress	Unmet	Timeline for Completion
<b>Leadership and Advocacy</b>				
Women, people of color, and members of other underrepresented populations are in positions of leadership within the organization.				
The Chief Advancement Officer is a vocal advocate for diversity and inclusion within the organization and on an institutional level.				
A clearly defined advocacy/ombudsperson position exists within the organization to address needs of a diverse staff population.				
<b>Recruitment and Retention</b>				
Staffing patterns within the organization reflect demographics and diversity.				
Women, people of color, and members of other underrepresented populations are actively recruited for positions within the organization.				
Diversity and inclusion competencies (i.e., attitudes, knowledge, and skills) are a hiring criterion for staff positions.				
Performance appraisals include a review of contributions to creating and sustaining a diverse, inclusive organization.				
<b>Expectations of Multicultural Competency</b>				
Staff possess diversity and inclusion competencies appropriate for their role and function.				
Staff are knowledgeable about specific diversity and inclusion competencies that support success in role.				
Staff take responsibility for continuously developing and enhancing their diversity and inclusion competencies.				
<b>Multicultural Competency Training</b>				
The organization provides systemic, ongoing training regarding the development of diversity and inclusion competencies.				
Support staff, including clerical staff, graduate assistants, and student workers are trained in diversity and inclusion awareness.				
Professionals designated to provide diversity and inclusion training within the organization are fully competent to do so.				
<b>Assessment</b>				
Individual and systemic barriers to creating a diverse, inclusive organization are assessed.				
Staff attitudes about organizational climate with regard to diversity and inclusion are assessed regularly.				
Organizational goals are examined and evaluated annually with regard to diversity and inclusion.				
<b>Totals:</b>				N/A

Source: Grieger, I. (1996). A Multicultural Organizational Development Checklist for Student Affairs. *Journal of College Student Development, 37*(5), 561-573