



Breaking the Ceiling

Emotional Intelligence

Collaborative Activity

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Title									
"Values in Action: Breaking the Glass Ceiling in Our Organisation"									
Objective	To assess the alignment of values between the company, its leadership, and the workforce to foster a more equitable work environment and overcome the barriers faced by professional women.								
Duration	Between 60 and 90 minutes. These time frames are approximate and may be adjusted based on the group's dynamics, the depth of discussions, and the level of participation among the involved individuals.								
Materials Needed	<ul style="list-style-type: none"> – Papers and pens: For participants to write and document their selected values in each category. – Sheets or adhesive post-its: To facilitate the organization and comparison of identified values. – Space for group discussion: A designated area for conversations and discussions arising from the activity. – Clock or timer: To monitor the time allocated to each phase of the activity. 								
Instructions									
Introduction (5 minutes)	<p>The purpose of this collaborative activity is to explore the alignment of values in the workplace, specifically how these values influence gender equality and the professional progress of women.</p> <p>During this exercise, we will analyse the values considered most important by the leadership, employees, and the company as a whole. We aim to understand how these values may impact the professional advancement of women in your organisation and how we can work together to create a more equitable and supportive environment.</p> <p>We are here to learn from each other, share ideas, and reflect on how we can overcome the obstacles that limit the advancement of professional women in our workplace.</p>								
Group Formation (10 minutes)	<p>Divide participants into small groups to encourage collaboration and diverse opinions. Each group will consist of approximately 4 to 5 individuals.</p> <p>It is essential to strive for diverse group formations, mixing different roles, work areas, or perspectives to enrich the discussion. So, feel free to join individuals you have yet to work with before or from different areas of the company! The diversity of our experiences and viewpoints will be crucial to enriching our conversations.</p>								
Activity Phase (30 minutes)									
Task Description	In this activity, each group will be tasked with identifying and comparing the most relevant values for three key elements within our organization: the leadership, the staff, and the company as a whole.								
1. Identification of Key Values:	<p>Each group member will identify and write down the five values they consider most important for the leadership or management, the staff or employees, and the entire company, as shown below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">VALUE</th> <th style="width: 25%;">LEADERSHIP OR MANAGEMENT</th> <th style="width: 25%;">STAFF OR EMPLOYEES</th> <th style="width: 25%;">THE COMPANY</th> </tr> </thead> <tbody> <tr> <td style="height: 40px;"></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	VALUE	LEADERSHIP OR MANAGEMENT	STAFF OR EMPLOYEES	THE COMPANY				
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2. Comparison and Analysis	Once all members have identified these values, the group will compare the lists to identify similarities, differences, and potential areas of alignment among the values of these three organisational components.																				
3. Discussion & Reflection	A discussion will be encouraged within the group to analyse how these values could influence gender equality and the professional development of women in your company. Participants will be encouraged to share their insights and perceptions on how the work environment could be enhanced to promote equal opportunities. At the end, each group will present a summary of the identified and analysed values, along with their key ideas on how these values could positively impact gender equity within the organisation.																				
Guidelines	<p>The objective is to foster an environment where everyone feels comfortable contributing and sharing their ideas, enabling a rich and diverse discussion about the values impacting gender equality within our organisation. Here are some guidelines to follow:</p> <ul style="list-style-type: none"> - Active Participation: Encourage all group members to contribute their ideas and opinions. Every viewpoint is valuable. - Promoting Discussion: Encourage an open and respectful discussion about the identified values. Invite everyone to share their reflections and personal experiences. - Brainstorming: Encourage a creative and diverse brainstorming session. Do not dismiss any idea, no matter how unusual it might seem. - Sharing and Building: Encourage members to build upon each other's ideas. The goal is to build a collective understanding. - Role Assignment: Appoint a facilitator to help guide the discussion and ensure everyone has the opportunity to participate. Also, designate a note-taker to record the identified values and key ideas discussed. 																				
Possible Activities	<p>Scenario or Case Cards: Optionally, pre-defined cards with workplace situations that generate specific values may be used.</p> <ul style="list-style-type: none"> - <i>Scenario 1:</i> A woman is trying to present a significant project at a meeting when her male colleagues keep interrupting her. Challenge: How to intervene respectfully to support the woman and ensure her voice is heard without alienating the speakers. - <i>Scenario 2:</i> A woman on the team is praised for her dedication and effort but is assigned less challenging roles compared to her male counterparts. Challenge: How to acknowledge and value her contributions equitably, promoting equal opportunities without creating conflicts." 																				

	<ul style="list-style-type: none"> - <i>Scenario 4:</i> A woman in the company is expected to take on a disproportionate workload of administrative tasks due to having a large family compared to her male colleagues. Challenge: How to redistribute tasks fairly and promote an equitable distribution of work among team members. - <i>Scenario 5:</i> A woman in a leadership role suggests a novel approach that might greatly help the business, but the board of directors rejects or ignores her suggestions. Challenge: How to ensure that the woman's innovative suggestions are given due consideration and create an environment where diverse perspectives are valued and integrated into decision-making processes?
<p>Inter-Group Sharing (15 minutes)</p>	<p>In this stage, each group will have the opportunity to share the results obtained, proposed solutions, or conclusions reached during the activity. We encourage a brief period of questions and discussion to follow each presentation to promote an interactive exchange between the groups.</p> <p>Questions:</p> <ol style="list-style-type: none"> 1. How could the identified values contribute to building a more inclusive work environment for professional women? 2. What similarities or discrepancies were noticed among the values your group highlighted as most relevant? 3. How could gender-aligned values be implemented in specific cases within the company? 4. What strategies do you propose to communicate and promote these values among different hierarchical levels of the organisation? 5. What would be the practical steps to implement the identified values in daily work life?
<p>Reflection and Discussion (15 minutes)</p>	<p>During this phase, we will allocate time to share personal reflections on what we've learned and the insights gained throughout the activity. We'll discuss the challenges faced and how they were resolved, while also connecting the activity to real-life situations and practical applications in the workplace. The aim is to integrate the lessons learned to progress towards a more inclusive and equitable work environment.</p>
<p>Conclusion (5 minutes)</p>	<p>Through this values alignment exercise, we have learned a great deal about breaking down the glass ceiling for women in the workplace. We have emphasised the significance of aligning organisational values with the promotion of gender equality to construct a more equitable and diverse work environment.</p> <p>We sincerely appreciate the active and committed participation of everyone involved. Your contributions have enriched this crucial dialogue and propelled us closer to our goal of equality.</p> <p>For those interested in continuing this journey towards gender equality, we recommend exploring additional resources and supplementary readings that offer further perspectives and insights on this fundamental topic.</p>

	<p>Let's continue progressing towards a work environment that fosters inclusion and equity for all women in the professional realm!</p> <p>Some useful resources:</p> <ol style="list-style-type: none"> 1. Online Resource: Harvard Business Review - Diversity and Inclusion Section. It offers articles and studies on inclusive leadership and strategies for promoting gender equality at work. Link: https://hbr.org/search?term=diversity+and+inclusion 2. Report: "Women in the Workplace" by McKinsey & Company and LeanIn.Org. Provides data and analysis on women's participation in the workplace and the challenges they face. Link: https://www.mckinsey.com/featured-insights/diversity-and-inclusion/women-in-the-workplace 3. "Nice Girls Don't Get the Corner Office: Unconscious Mistakes Women Make That Sabotage Their Careers" by Lois P. Frankel. Explores common mistakes women may make at work and strategies to overcome them.
<p>Assessment Criteria</p>	<p>These criteria will be used to evaluate the participants' performance and the work done during the collaborative activity on gender-aligned values in the professional sphere:</p> <ul style="list-style-type: none"> – <i>Originality and creativity</i> of the ideas presented during the activity. – <i>Capability to identify and address challenges</i> related to gender equality in the workplace. – <i>Clarity, coherence, and effectiveness</i> of the presentations or discussions conducted. – <i>Active participation and individual contributions</i> of each group member. – <i>Connection of presented ideas</i> with real workplace scenarios and their potential applicability to promote gender equality at work.