

Cultural Competency Skill Building and Development Series

Seeing the Difference: Building Cultural Competence PROF00120

Purpose: To help managers, supervisors, and hiring professionals build their cultural competency skills. Just having differences in the workplace isn't enough to build cultural competency. In order to maximize innovation and opportunity and minimize conflict or confusion we need to actually build the skills of individuals in the workplace to be their most successful and effective as they interact across those differences. Cultural Competence does just that. Our culture determines how we see the world, process information; interact with one another and what we value. It comes into play numerous times each day, yet the vast majority of us are unaware of how it drives our own behavior as well as our judgments of others. This highly interactive course will explain the five stages of cultural competence development. Intended for All MnDOT managers, supervisors, anyone involved in the hiring and selection process, Division Diversity & Inclusion Committee members, and Employee Resource Group (ERG) members.

Upcoming Seeing the Difference Class locators, Dates, Times, and Locations:

1) Class locator: 0000230516	December 19, 2016 8:30 AM - 3:00 PM	Hiway Federal Credit Union Administration Building
2) Class locator: 0000230533	January 18, 2017 8:00 AM – 2:30 PM	MnDOT Training and Conference Center – Rm2
3) Class locator: 0000230534	February 08, 2017 8:00 AM – 2:30 PM	MnDOT Training and Conference Center – Rm2
4) Class locator: 0000230535	February 22, 2017 9:00 AM - 3:30 PM	St. Cloud Training Center - Lewis Central and South
5) Class locator: 0000230536	March 15, 2017 8:00 AM – 2:30 PM	MnDOT Training and Conference Center – Rm3

How to Register:

While this is a self-registration course, Check with your training representative before you register as district and office procedures vary. You can find these course sessions on iHUB Learning Center <http://ihub.dot.state.mn.us/learningcenter/>

Unconscious Bias in the Hiring and Selection Process ADMN00138

This session will equip managers and supervisors with an awareness of when and how bias and assumption might be operating and what can be done to avoid it. Participants will learn how to check and challenge their own thought processes and actions. In this 3 hour session, participants will:

- Review and evaluate current recruitment and selection processes;
- Understand how unconscious bias impacts the hiring process;
- Design clear, inclusive selection criteria;
- Learn effective interview techniques.

*Prerequisite: Seeing the Difference: Building Cultural Competence

Upcoming Unconscious Bias in the Hiring and Selection Process Class Locators, Dates, Times, and Locations:

1) Class locator: 0000230530	January 19, 2017 8:30 AM – 11:30 AM	Hiway Federal Credit Union Administration Building
2) Class locator: 000230545	February 9, 2017 12:30 PM – 3:30 PM	Hiway Federal Credit Union Administration Building
3) Class locator: 0000230547	March 21, 2017 12:30 PM – 3:30 PM	MnDOT Training and Conference Center – Rm3
4) Class locator: 0000230548	April 24, 2017 12:30 PM – 3:30 PM	MnDOT Training and Conference Center – Rm2
5) Class locator: 0000230546	May 2, 2017 8:30 AM – 11:30 AM	Hiway Federal Credit Union Administration Building
6) Class locator: 0000230682	June 26, 2017 9:00 AM – 12:00 PM	St. Cloud Training Center - Lewis Central and South

How to Register:

Please note, there is a prerequisite for this course. You must complete Seeing the Difference: Building Cultural Competence before you register for this course. While this is a self-registration course, Check with your training representative before you register as district and office procedures vary. You can find these course sessions on iHUB Learning Center <http://ihub.dot.state.mn.us/learningcenter/>

PROF 00134; 00135; 00136 Filter Shift (1-3)

Purpose: Participants will engage in a developmental process focused on the ability to Filter Shift: to decrease the interference of unconscious bias and increase the ability of cultural competence. . Divided into three sessions, each one picking up where the previous left off: Filter Shift 1: SEE Self:

Acknowledge filters. The second and third sessions progressively work through the second and third steps: SEE Others: Assume Difference; and SEE Approach: Detach Filters.

Upcoming Filter Shift Series Class Locators, Dates, Times, and Locations:

Filter Shift One: *Prerequisite: Seeing the Difference: Building Cultural Competence

1) Class locator: 0000230527	January 12, 2017 8:00 AM – 11:00 AM	MnDOT Training and Conference Center – Rm2
2) Class locator: 0000230537	February 14, 2017 12:30 PM – 3:30 PM	MnDOT Training and Conference Center – Rm3
3) Class locator: 0000230540	March 7, 2017 8:30 AM – 11:30 AM	Hiway Federal Credit Union Administration Building
4) Class locator: 0000230538	March 21, 2017 8:00 AM – 11:00 AM	MnDOT Training and Conference Center – Rm3

5) Class locator: 0000230679	March 30, 2017 9:00 AM – 12:00 PM	St. Cloud Training Center - Lewis Central and South
6) Class locator: 0000230539	April 12, 2017 8:00 AM – 11:00 AM	MnDOT Training and Conference Center – Rm2

Filter Shift Two: *Prerequisite: Filter Shift One

1) Class locator: 0000230528	February 9, 2017 8:30 AM – 11:30 AM	Hiway Federal Credit Union Administration Building
2) Class locator: 0000230542	March 16, 2017 8:00 AM – 11:00 AM	MnDOT Training and Conference Center – Rm3
3) Class locator: 0000230543	April 4, 2017 8:00 AM – 11:00 AM	MnDOT Training and Conference Center – Rm3
4) Class locator: 0000230544	April 24, 2017 8:00 AM – 11:00 AM	MnDOT Training and Conference Center – Rm2
5) Class locator: 0000230680	May 1, 2017 9:00 AM – 12:00 PM	St. Cloud Training Center - Lewis Central and South
6) Class locator: 0000230541	May 10, 2017 8:30 AM – 11:30 AM	Hiway Federal Credit Union Administration Building

Filter Shift Three: *Prerequisite: Filter Shift Two

1) Class locator: 0000228665	January 4, 2017 8:00 AM – 11:00 AM	MnDOT Training and Conference Center – Rm4
1) Class locator: 0000230529	February 27, 2017 8:30 AM – 11:30 AM	Hiway Federal Credit Union Administration Building
2) Class locator: 0000230549	April 12, 2017 12:30 PM – 3:30 PM	MnDOT Training and Conference Center – Rm1
3) Class locator: 0000230551	May 10, 2017 12:30 PM – 3:30 PM	Hiway Federal Credit Union Administration Building
4) Class locator: 0000230681	May 30, 2017 9:00 AM – 12:00 PM	St. Cloud Training Center - Lewis Central and South
5) Class locator: 0000230550	June 6, 2017 8:00 AM – 11:00 AM	MnDOT Training and Conference Center – Rm1
6) Class locator: 0000230552	June 28, 2017 8:30 AM – 11:30 AM	Hiway Federal Credit Union Administration Building

How to Register:

Please note, there is a prerequisite for this course. You must complete **Seeing the Difference: Building Cultural Competence** before you register for the filter shift series. All Filter Shift sessions must be taken in sequence. While this is a self-registration course, check with your training representative before you register as district and office procedures vary. You can find these course sessions on iHUB Learning Center <http://ihub.dot.state.mn.us/learningcenter/>