



# Open Doors Initiative **Training Brief**





## Open Doors Initiative

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Made up of over 130 partner companies and supporting community organisations, Open Doors works with government to create pathways to equitable employment, self-employment, and further education for those who are marginalised within our communities and wider society.

The people we work include:

- Refugees, asylum seekers and migrants
- People with disabilities
- Traveller and Roma communities
- LGBTQ+ community
- People with a criminal past

Since we began in 2018, we have supported over 100,000 people who face barriers to employability, and have collaborated with employers to build inclusive, equitable workplaces.

## **Open Doors Training**

One of the core goals of the work we do is to raise awareness of the barriers that exist for marginalised members of our society and how these impact on their opportunity to access employment, further education and self-employment.

We create awareness through employer training sessions. These sessions cover a variety of topics but all have core objectives and outcomes.

### **Objectives**

- Provide education for members of your organisation on specific topics
- Challenge misconceptions that may exist
- Broaden employee's understanding of the lived experience of marginalised groups
- Explore barriers that might exist for marginalised communities
- Identify areas of improvement, both attitudinal and structural
- Develop confidence of staff
- Provide practical and solution driven guidance
- Increase recruitment and retention of diverse candidates

### **Accommodations**

It is important that notification about the training asks attendees if they require reasonable accommodations for the training itself. Where the training is being carried out on the Open Doors Microsoft Teams account, captions will automatically be provided.

PowerPoint presentation will be shared with key contact post-training to share with attendees.

## **Benefits of Open Doors Partnership**

Open Doors Initiative collaborates with employers/partners to ensure:

- A focus on establishing strong diversity, equity, and inclusion policies
- Partners receive ongoing support and opportunities to collaborate with supporting community organisations and participants
- Partners have access to all the available trainings
- Explore innovative ways to hire talent
- Diversify your workforce with skilled individuals
- Support and sustain your leadership vision through diversity

Creating inclusive and equitable practices, which lead to a more diverse team, is a journey. Open Doors is here to work with you at whatever stage you might be on right now.

Contact [Abdul@opendoorsinitiative.ie](mailto:Abdul@opendoorsinitiative.ie) for more information about Open Doors partnership.



## **Training Topics**

### **Inclusive Recruitment**

The training is delivered by ODI team members and ODI participants with lived experience. The sessions are interactive with various discussions and activities over two hours, and can be delivered online or in-person.

- Cultural Awareness
- Disability Awareness
- Employment Equality Act
- Reasonable Accommodation
- Business Case for Inclusion
- Inclusive Audit
- Unconscious Bias
- Building Equity
- Equity & Equality
- Six Stages of Recruitment

Please contact Claire at [info@opendoorsinitiative.ie](mailto:info@opendoorsinitiative.ie) for more information or to book your session.

### **Inclusion Workshop (DEIB)**

Throughout this interactive workshop participants will explore the fundamental concepts of Diversity, Equity, Inclusion, and Belonging (DEIB). They will gain a deep understanding of why these concepts are crucial for our organisation.

This workshop takes place over 90 minutes.

- Definition and practical meaning of DEIB
- DEIB principles
- Investigating social identities and the cultural iceberg
- Acknowledge privilege and reflecting on advantage
- Identify bias and micro-aggressions
- Interrupting and dismantling bias
- Active allyship

Please contact Claire at [info@opendoorsinitiative.ie](mailto:info@opendoorsinitiative.ie) for more information or to book your session.

## Cultural Awareness & Competency

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This training takes place over a 90 minute online session.

- Understanding Ireland's multi-cultural society
- The business case for becoming a company with better cultural and ethnic diversity
- Creating a more inclusive approach to recruiting employees
- Devising inclusive onboarding materials and processes
- Integrating employees from different cultures into the workplace
- Bias and prejudice
- Communication across cultures
- Supports for employers



Please contact Talita at [info@pathwaystoprogress.ie](mailto:info@pathwaystoprogress.ie) for more information or to book your session.

## Inclusive Employment (People with Criminal History)

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A two-hour interactive session that equips businesses, employer and recruitment teams with the knowledge and tools to develop fair and inclusive recruitment practices for people with a criminal history (PwCH).

- Awareness & Context in Ireland
- Legal Considerations, including Garda Vetting & GDPR
- Positive Disclosure & Assessment
- Fair Chance Recruitment: From Job Description to Onboarding

Please contact Claire at [info@opendoorsinitiative.ie](mailto:info@opendoorsinitiative.ie) for more information or to book your session.

## Design Thinking and Universal Design

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In this training, we'll explore how Universal Design embraces the full spectrum of human diversity to create more inclusive solutions. You'll learn practical strategies for understanding user needs, generating innovative ideas, and designing products, services, or experiences that work for everyone. We'll also examine how identifying exclusions can spark fresh ideas, turning barriers into opportunities for innovation that benefit all.

Please contact Talita at [info@pathwaystoprogress.ie](mailto:info@pathwaystoprogress.ie) for more information or to book your session.



## Disability Awareness

Please contact the Employers for Change team for all disability related training at [info@employersforchange.ie](mailto:info@employersforchange.ie) or on 085 157 9603 for more information or to book your session.



We offer Disability Inclusion related training sessions that take place from 1 hour to 1.5 hours including time for Q&A. Topics covered will be tailored to the audience. These can include:

- Disability Awareness: Understanding disability, diversity of disability, preferred language, bias, social model of disability, legislation
- Creating a more disability inclusive approach to recruitment across the different stages: job spec, application, shortlisting and interviews, and reasonable accommodations during each stage
- Guiding principles of disclosure
- Implementing reasonable accommodations & Reasonable accommodation passport
- Inclusive & Accessible Communications: Formats, Design & Website
- Available Grants & Supports

## Reasonable Accommodation Passport

This session is focused on Reasonable Accommodations and the Reasonable Accommodation Passport, which has been launched by the Irish Congress of Trade Unions and IBEC, supported by Employers for Change. The passport system provides a confidential live record of the barriers people face and the accommodations that have been agreed to prevent or reduce its impact in the workplace. The passport is based on the social model of disability. In this session, we review what reasonable accommodations are, the social model of disability, disclosure and cover what the Reasonable Accommodation Passport is and best practices to launching it for your organisation.

## Disability Disclosure in the Workplace

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Creating an environment where employees feel comfortable sharing about their disability and having open conversations is key to fostering an inclusive workplace. This training helps employers understand the role of psychological safety, trust, and inclusive leadership in encouraging disclosure. It covers reasonable accommodations, relevant legislation and explores best practices for responding to disclosures with empathy and respect, and provides guidance on how to build a culture where employees feel valued and supported.

## Disability Inclusive Recruitment

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This session focuses on the aspects of disability during the different stages of recruitment and equips you with practical tools for each.

Audience: HR, Talent Acquisition teams, Hiring Managers

Topics covered will include:

- Legislation relevant to employment
- Reasonable Accommodations
- Reasonable Accommodations Passport
- Practical tips for the different stages of recruitment:
- Job specifications
- Application and Shortlisting
- Interviews
- Onboarding

## Accessible and Inclusive Communications

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This training looks at how we communicate, and the barriers it creates for employees, potential employees and customers.

Audience: HR and anyone working on communications

Topics covered will include:

- Understanding Basics of Disability
- Barriers to Accessible Communications
- Basics of Inclusive Design
- Accessible Formats (websites, social media, videos, documents, PDF, Word, PowerPoint, etc.)

Please contact Jess at [info@opendoorsinitiative.ie](mailto:info@opendoorsinitiative.ie) for more information or to book your session.



## Trans and Non-Binary Inclusion

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Trans and nonbinary training in the workplace is designed to promote inclusivity, understanding, and respect for employees and potential employees who identify as transgender, nonbinary, or gender non-conforming. The goal is to create a safer and more supportive environment for everyone, regardless of gender identity, while educating staff on best practices for interacting with colleagues, clients, and customers.

The training includes:

- understanding gender identity;
- inclusive language and communication;
- creating a safe and respectful environment;
- trans and nonbinary experiences of employment and the recruitment process;
- legal protections and rights;
- addressing challenges and misunderstandings;
- allyship and creating a sense of belonging.

Please contact [info@opendoorsinitiative.ie](mailto:info@opendoorsinitiative.ie) for more information or to book your session.

## LGBTQ+ in the Workplace

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LGBTQ+ training for employers is a program designed to increase awareness, understanding, and inclusion of LGBTQ+ employees in the workplace. It helps create a supportive, respectful, and equitable environment by educating managers, team leaders, and staff on various aspects of LGBTQ+ identity, rights, and issues. The training includes:

- LGBTQ+ identities;
- inclusive and respectful terminology and communication;
- creating a safe and welcoming environment;
- intersectionality;
- legal protections and rights;
- allyship and creating a sense of belonging in the workplace.

Please contact [info@opendoorsinitiative.ie](mailto:info@opendoorsinitiative.ie) for more information or to book your session.

## Speaking & Lecture Engagements

Members of the Open Doors team are available to speak on a range of topics at conferences, networking, teambuilding sessions, and other events.

Some suggested topics include:

- Corporate Social Justice
- Reaffirming commitment to DEI
- Remote Working
- Mental Health
- Inclusive Recruitment
- And we are open to discussing other relevant areas





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Great mixture of current information specific to Ireland, compelling arguments and concrete actions that we can take to improve accessibility. I came away with lots of simple things I can build into my usual work that can make a difference.

**- Disability Awareness training participant**

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Open Door's Inclusive Recruitment training provided our company with valuable insights for fostering diversity and inclusion in our hiring practices. The training was engaging and applicable to all our participants and we would recommend this training to organisations committed to building inclusive recruiting practices.

**- Inclusive Recruitment training participant**

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Cultural Awareness training with Open Doors was a true value to our employee base; it gave us a strong understanding of how to engage and include cultural difference in a way that's natural and sustainable. Thank you!

**- Cultural Awareness training participant**

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