



### The Inclusive Calendar

A Strategic Guide on Planning and Celebrating Diversity, Equity, and Inclusion for HR Managers

### September Initiatives:

Jewish High Holy Days Hispanic Heritage Month





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Dear HR and Benefits Heads,

As we enter the month of September, we have the opportunity to embrace and celebrate the rich diversity within our workplaces by recognizing two significant observances: the Jewish High Holy Days and Hispanic Heritage Month. By acknowledging these important dates, we not only show respect for the traditions and contributions of our colleagues but also create a more harmonious and engaged work environment.



The High Holy Days, comprising Rosh Hashanah (September 25-27, 2024) and Yom Kippur (October 11, 2024), are the most solemn and spiritually reflective period in the Jewish calendar. Rosh

Hashanah, the Jewish New Year, marks the beginning of the ten Days of Awe, a time dedicated to introspection and the sounding of the shofar. This period culminates in Yom Kippur, the Day of Atonement, which is devoted to fasting, repentance, and seeking forgiveness. These days emphasize themes of renewal, moral responsibility, and community, offering a profound opportunity for personal and collective reflection.

Hispanic Heritage Month, celebrated from September 15 to October 15, honors the rich histories, cultures, and contributions of Hispanic and Latinx



communities in the United States. The dates are significant as they encompass the independence days of several Latin American countries. Hispanic Heritage Month highlights the vibrant cultural expressions, historical achievements, and societal contributions of Hispanic

and Latinx individuals, reminding us of the importance of diversity and the value it brings to our workplaces and communities.

In this issue, we discuss how we can honor these observances through meaningful actions and initiatives. Moreover, we are pleased to highlight Intuition's TeamBuilder. TeamBuilder offers HR professionals the tools to conduct challenges and activities aligned with diverse cultural events and holidays, enhancing your DEI planning process and fostering a vibrant, inclusive team environment. For more DEI events to recognize each month, visit our DEI calendar.

#### Don't miss our monthly guides!

Subscribe to our monthly newsletters for more challenges, guides, and helpful articles on team building.



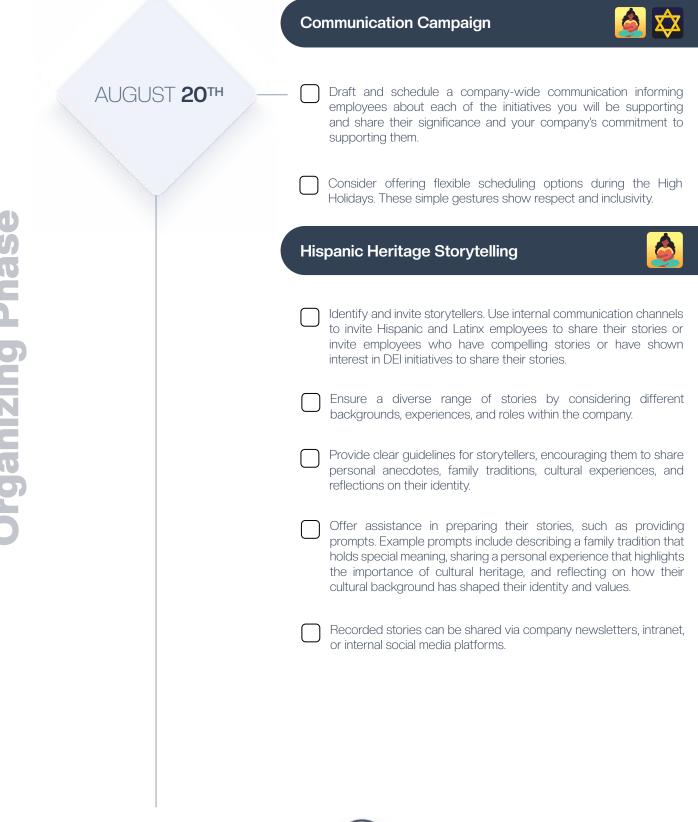
# TeamBuilder Planning Guide

AUGUST 12TH	Define the event goals and objectives and determine what you aim to achieve with the event. You can acknowledge and celebrate Jewish High Holy Days and Hispanic Heritage Month through these activities:		
	Communication Campaign 🙆 🔯 Raise awareness about the initiatives and their impact.		
	Hispanic Heritage Storytelling Celebrate and recognize the rich heritage and contributions of Hispanic and Latinx communities within the workplace by running a storytelling campaign. By offering a platform for employees to share their personal stories and experiences, the campaign seeks to foster empathy, understanding, and a stronger sense of community among employees.		
	Educational Workshop     Organize educational sessions or workshops to provide an     opportunity for employees to learn about the customs, traditions,     and significance of the High Holidays. This can foster cultural     awareness and understanding among team members.		
AUGUST 19TH	NOTES:		

Define the event goals and objectives

**nitial Planning Phase** 

### TeamBuilder ™ ¶ntuition



# TeamBuilder

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High Holy Days:
<b>Educational Workshop</b>

Identify and engage Jewish employees who are willing to share their knowledge and assist with running the event. Form a small committee of these employees to help plan and lead the workshop.

Reach out to local synagogues and Jewish cultural centers for expert speakers and educational materials. Many of these organizations have outreach programs specifically designed for workplace education.

Outline key customs and traditions you can discuss during the session. This may include the blowing of the shofar, Tashlich, and fasting.

Identify who will be presenting which parts of the educational workshop and the format of the event.

Secure a location (physical or virtual) to accommodate the number of participants on the day of the event.

Especially for remote and hybrid teams, consider using Intuition's <u>TeamBuilder</u> which has pre-built and expertly curated team building and wellness challenges that you can choose from and run instantly.

NOTES:		

# TeamBuilder

		Finalize, schedule and confirm that all communications have been sent	
	SEPTEMBER 1 <sup>ST</sup> —	<ul> <li>Don't forget to include key dates and details of each activity planned.</li> <li>Make sure all communications methods are accessible.</li> </ul>	
b		Hispanic Heritage Storytelling	
20		Execution of this campaign will depend on the medium(s) you will be using:	
		Company intranet: Create a dedicated section on the company intranet for Hispanic Heritage Month, featuring the written stories, videos, and podcasts.	
		Company newsletter: Include a featured story or two in each edition of the company newsletter throughout Hispanic Heritage Month.	
		Email: Send out regular email updates featuring new stories. This can include links to videos, podcasts, or written stories hosted on the intranet or an internal blog.	
1		Collaboration tools like Slack or Microsoft Teams: Create a dedicated channel or group for Hispanic Heritage Month where employees can comment and engage with the content.	
		Host live or asynchronous Q&A sessions with the storytellers. Employees can submit questions in advance, and storytellers can respond via written answers, video responses, or live virtual events.	

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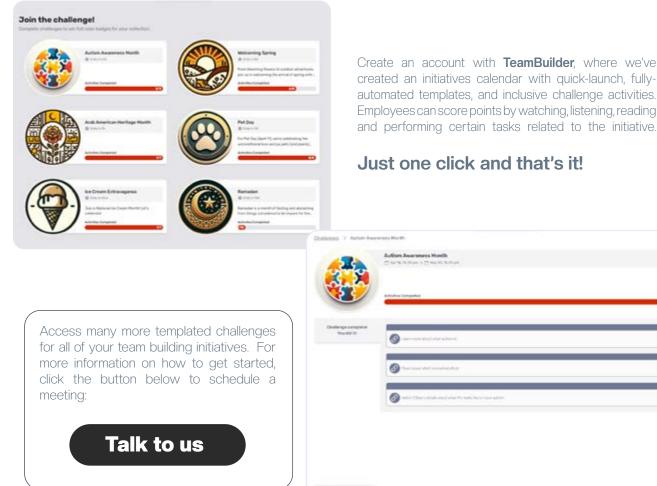
# TeamBuilder

		High Holy Days: Educational Workshop	X
		Identify a senior leader within your organization to give the oper remarks and to show support for the event from the top of y organization.	
		After each major section of the workshop, hold a Q&A session allow attendees to ask questions and engage in discussion. The helps deepen understanding and addresses any misconception	This
ase		Include segments where Jewish employees share their perso experiences and reflections on the High Holy Days. This perso touch can make the session more relatable and impactful.	
4 L		Record the live workshop and make them available on the compar intranet or internal communication channels for those who could attend live.	
SEPTE	EMBER 30 <sup>TH</sup>	NOTES:	



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## Engage your team with TeamBuilder <sup>w</sup> Ontuition



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To learn more about **TeamBuilder** and how you can engage your hybrid team, visit: **intuition.us** 

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