# Task 1: Solicit buy-in and commitment from key stakeholders

## Method: Stakeholder Identification

Task Summary: This is the initial task but also one that underpins many other tasks you will complete as you create and implement your plan. Given the nature of diversity, your strategic plan will touch every person at an institution; therefore, at every step, you will need to find allies and create partnerships to ensure the plan is carried out. The first step is essential because the task that follows it assesses where you are currently, which requires the permission and assistance of many across the organization.

Directions: The following questions are to be answered by the diversity officer who is leading this initiative.

1. **Who asked you to develop a diversity strategic plan and why?**

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1. **How much support (advocacy, financial, personnel, protected time, etc.) can you count on to help make your plan a reality in the long term?**

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1. **What other stakeholders will need to be involved to assess where you are currently and implement your proposed strategic priorities in the future? Refer to the Stakeholder Analysis section below for more guidance.**

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1. **Who are other champions, leaders, and allies who can move the strategic plan along?**

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1. **Which groups are more interested and which are less interested in cultural change? See the Diversity Adoption and Engagement Resource page for guidance on managing diversity culture change.**

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## Stakeholder Analysis

Your goal is to assemble a diverse set of key stakeholders and thought and opinion leaders (diverse in role within the organization, locus of control, identity characteristics, etc.).Consider the following questions to help determine who should be included:

* Who will represent the student voices (and how can you maintain that momentum each year as students transition quickly)?
* Who are the thought and opinion leaders among the faculty and externally?
* Are there long-standing groups, such as a faculty senate, that must be engaged?
* How can you engage staff and community members?
* What will compel these stakeholders to work with you? What is in it for them?
* Identify initiatives stakeholders have participated in that demonstrate openness to diversity and inclusion (e.g., participation in diversity training, member of professional organizations for those underrepresented in medicine).

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| Stakeholder | Interest in Project | Engagement Readiness | Impact /Influence | Needed Contribution | Stakeholder Engagement Strategy | Person Responsible for Recruitment |
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