



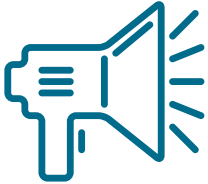
AN **INCLUSIVE** APPROACH TO OBSERVATIONS, HOLIDAYS, AND CELEBRATIONS



NOVEMBER 2023

BEING INCLUSIVE OF HOLIDAYS & CELEBRATIONS

WHY IS THIS IMPORTANT?



Amplifies our vision:

- Lane County is the best county in which all can live, work, and play.



Fosters safety, well-being, and belonging:

- People feel connected through collective responsibility and growth.



Recognizes diverse beliefs:

- Honoring and valuing one another creates interconnected communities.

CONSIDERATIONS

AN INCLUSIVE CULTURE RECOGNIZES THAT HOLIDAYS & CELEBRATIONS ARE OBSERVED IN DIVERSE WAYS.

Holidays have diverse , and complex histories as well as significance. It's important to avoid assumptions and stay open to learning something new.

- Some holidays, like Independence Day, Thanksgiving, plus others, are not universally perceived as celebratory.
- Some holidays, like Dia De Los Muertos, Hanukkah, and Ramadan, hold religious and/or cultural significance.

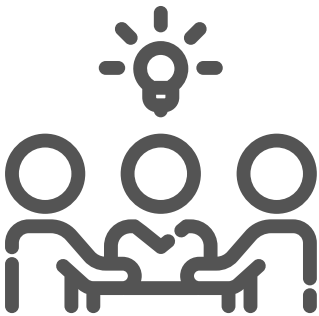
HOW TO USE THIS INFORMATION

TIPS AND SUGGESTIONS:



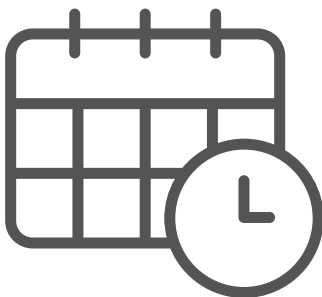
BE MINDFUL

- Be aware of self-identified colleagues and community partners who observe faith and/or cultural-based holidays.



PLAN AHEAD

- Avoid scheduling meetings or events during the most sacred faith-based holidays.
- Consider meals and/or activities (especially when fasting is part of the observance).



BE FLEXIBLE

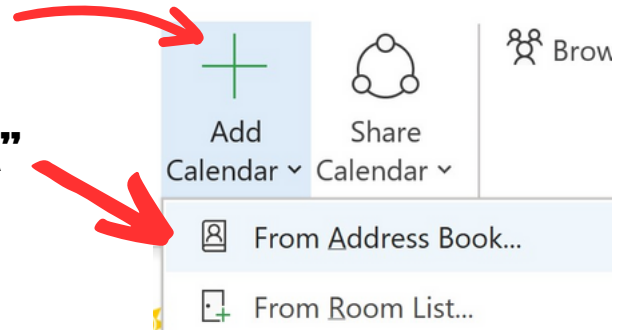
- Be accommodating of requested time off or temporary schedule changes.
- Do not assume, check with people if they need time off or a schedule change.

ADDING OBSERVANCES ONTO YOUR OUTLOOK CALENDAR

1

Click "Add Calendar"

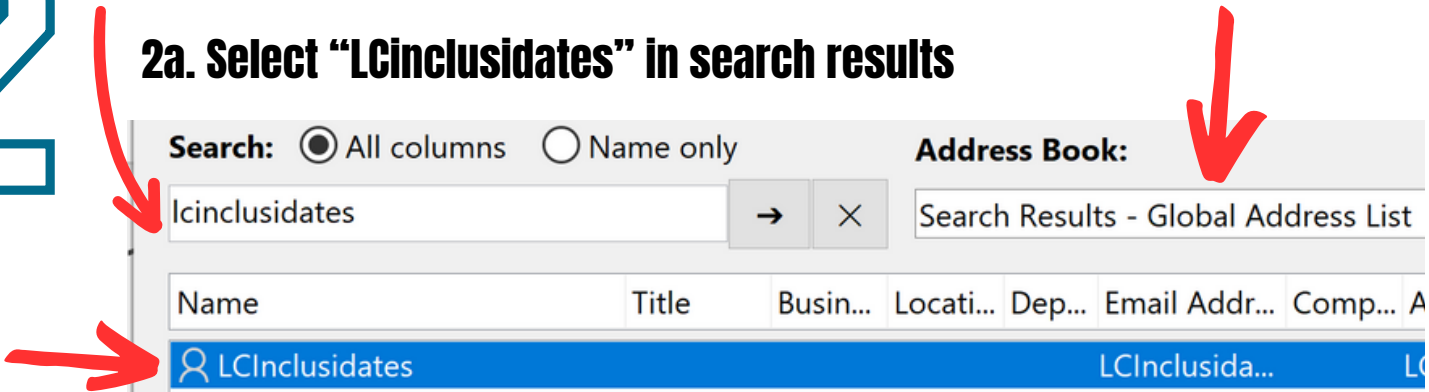
1a. Select "From Address Book"



2

Search "LCinclusidates" in "Global Address List"

2a. Select "LCinclusidates" in search results



3

Calendar Appears Under "Shared Calendars"

3a. Select (check mark) to make visible

Shared Calendars

LCInclusidates

3b. De-select (no check) to hide

Shared Calendars

LCInclusidates

4

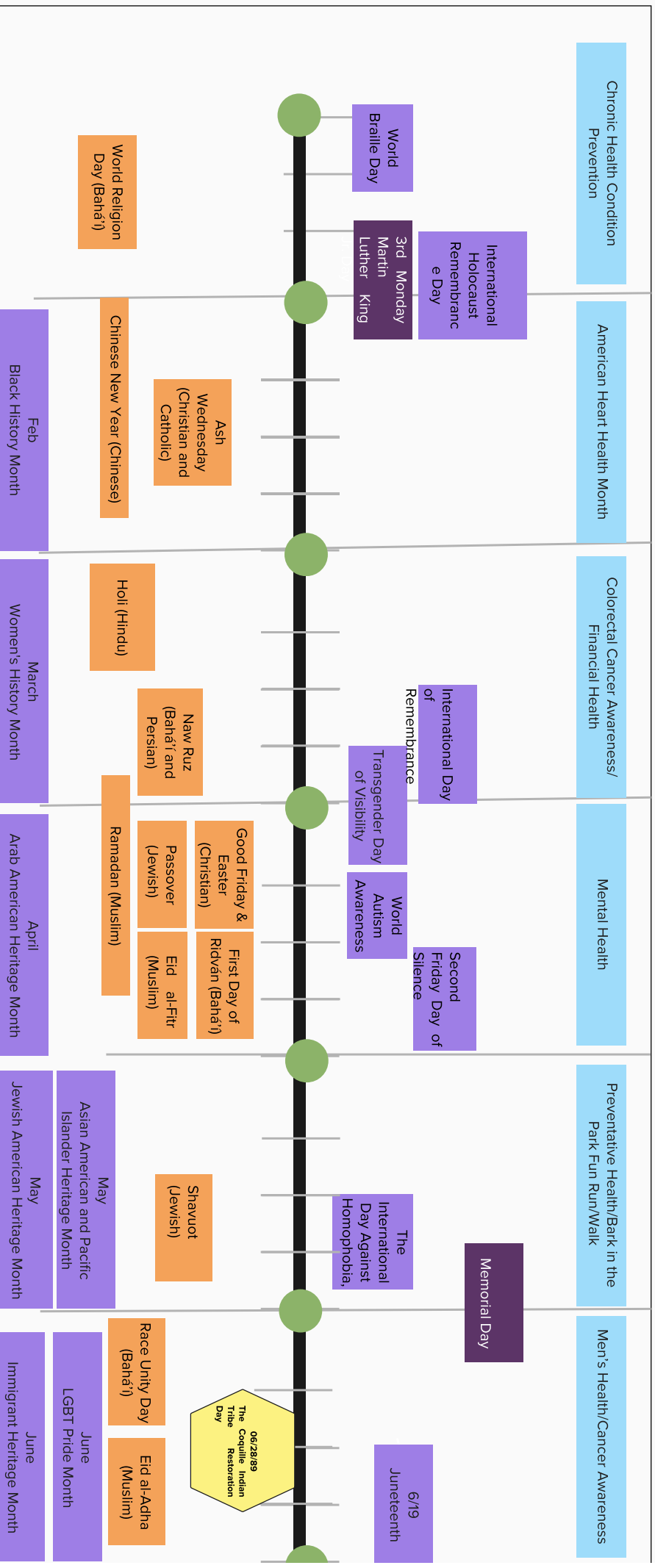
Use "InclusiDates" to Encourage Inclusivity

4a. Select "InclusiDates" (See Step 3) to make observations visible

4b. Observations will appear once selected

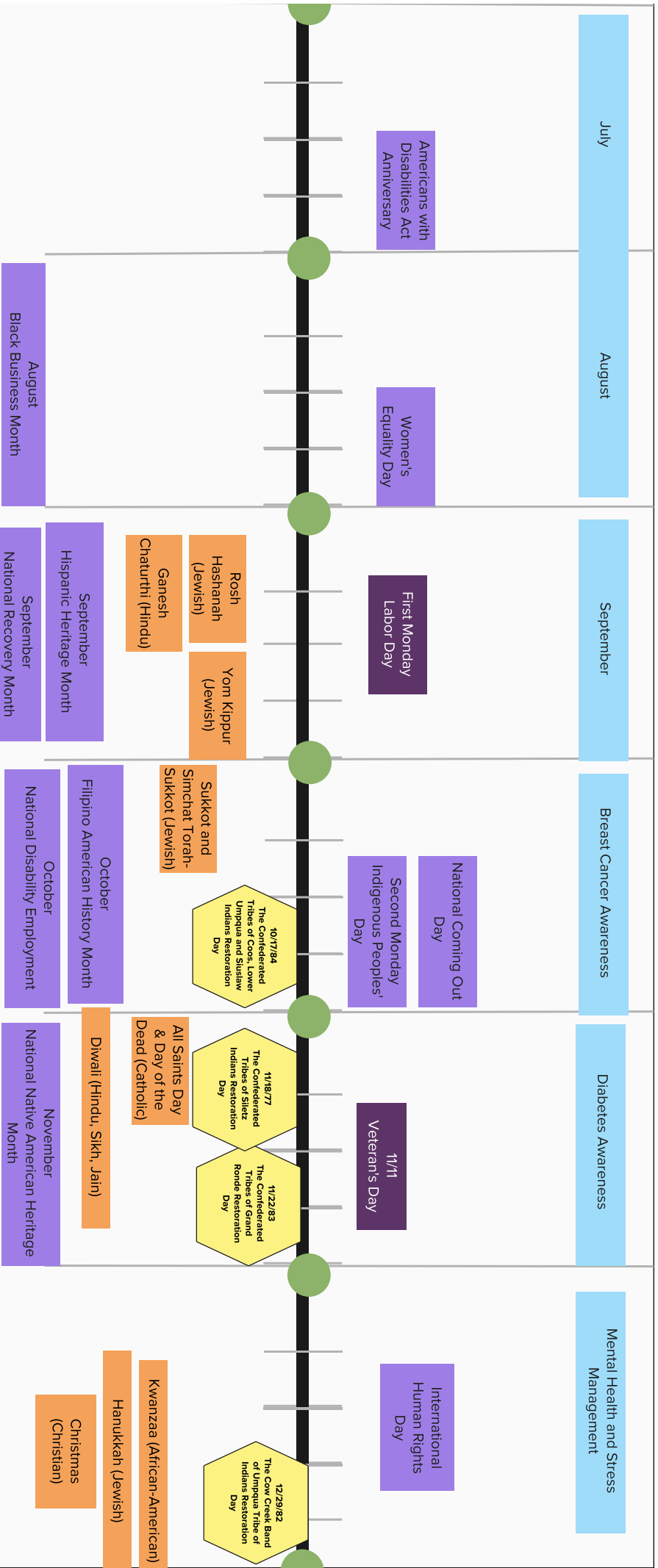
Annual DEI, Wellness, Multi-Faith, and Multi-Cultural

Calendar



Legend

- Multi-Faith and Multi-Cultural Cultural Holidays
- Restoration Days
- Wellness Recognized Days and Observance Months
- Diversity, Equity, and Inclusion Recognized Days and Observance



July

August

September

October

November

December

ADDITIONAL RESOURCES

[Cooleaf 2024 DEI Calendar \(PDF download\)](#)



[TDM 2024 DEI Calendar \(PDF download\)](#)

