

YWCA's REAL - TOC

Syllabus| [2022 Pilot, Round 2]

Cohort	Round 2 Pilot – YWCA Southern AZ, Arizona Sustainability Alliance	Dates	4/8 to 5/26 2022
Facili-trainer Team	Jasmine Snipes and Melia Dunn + Facili-trainers in Training	Duration	8 weeks

Program Description

YWCA Metropolitan Phoenix's *Racial Equity, Action and Learning – Theory of Change (REAL-TOC)* leads participants through the process of crafting a customized Race Equity Theory of Change taking into consideration - organizational goals, necessary conditions, barriers, opportunities and internal capacity.

Anticipated Learning Outcomes

Content-based: Participants will deepen their capacity to:

- Unpack and understand the root causes and dynamics of systemic and structural racism
- Examine internal and external conditions that will influence the success of action strategies (either positively or negatively)
- Understand action strategies most likely to dismantle structural racism and promote racial equity
- Create (AND RE-CREATE) comprehensive Racial Equity Theory of Change processes to inform the organization's progress toward goals.
- Collaborate with other community leaders committed to improving racial equity in their community.

Process-based: based on facilitation styles, participants will be engaged to feel:

- Connected to other participants; valued, respected, part of the learning community
- Challenged enough to consider and explore new and/or different perspectives
- Willing to engage authentically across differences
- Energized to explore and implement strategies for improved racial equity within their organization

Weekly Outline

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Policies & Materials

Program Policies	<p>As from the Participant Registration Agreements, all participants:</p> <ul style="list-style-type: none">● agree to participate and “do the work” in all synchronous sessions between April 8th 2022 to May 26th 2022.● agree to provide feedback at various intervals for YWCA Metropolitan Phoenix for the program to be improved before it is made available to the public.● understand that as part of the program, participants will need to interact with others in a variety of settings. As a participant I am ready, willing, and able to participate, to always treat everyone with respect.● understand that I will not disclose Zoom information (including the URL and/or password), as well as session materials and resources, with anyone who is not enrolled to attend.● acknowledge that my participation and/or observation on Zoom may be recorded, and YWCA Metropolitan Phoenix has full permission to use, publish, and display my images and/or voice as it appears in any recordings for the purpose of promoting or marketing the program● agree to keep strictly confidential all perspectives and opinions shared during the REAL-TOC for Organizations program.
Materials	<ul style="list-style-type: none">● Various Homework pre-readings provided via weblinks when needed.● REAL - TOC Workbook, found in your YWCA REAL-TOC Document Hub and updated in advance of each Class session
Software	<ul style="list-style-type: none">● Zoom Access, links provided by YWCA via calendar invites● Collaborative Board - Jamboard links provided by YWCA during Class Two

Before Class Begins

Title:	Getting Ready for <i>REAL TOC!</i>	Activity	PREPARE
		Estimated Time	20-30 min
Description		Materials/ Links	
<ol style="list-style-type: none"> 1. Review this syllabus in its entirety and anticipated commitments for in-class and project homework time 2. Block time in your calendar(s) now to preserve time for project work – both personal work and anticipated team-based work. <u>NOTE:</u> Team coordinator should help to identify team-based work time. 3. Familiarize yourself the set-up and style of the YWCA <i>REAL TOC Document Hub</i> 4. Watch YWCA Metro Phoenix' Welcome Video 5. Access and preview the Glossary of Terms. Make note of any terms that may be new to you or are defined differently than you have seen before. 6. Get excited and curious about what this experience will mean for you and your organization! 		<p>Link to YWCA REAL-TOC Document Hub: https://ywcaaz.org/doc2/</p> <p>Video to be created after Pilot Rounds.</p>	

Class 1 – April 8, 2022

Title	Foundations of Systemic Racism	Duration	90 minutes
Learning Objectives	<p>Participants will deepen their capacity to:</p> <ul style="list-style-type: none"> • Root into a shared language for discussing race and addressing racism. • Examine their own comfort and discomfort in the arena of racial equity and justice • Understand the structural interconnectedness of institutions that perpetuate systemic oppression 		

Participant Homework

Title:	Deeper learning Re: Social Constructs and Racial Equity in the Workplace	Activity	ON OWN
		Estimated Time	40-60 min
Homework 1.2		Materials/ Links	
<ol style="list-style-type: none"> 1. Complete the readings and video assignment. 2. Journaling activity based on provided reflection prompts. 		<p>All handouts found in YWCA Document Hub</p> <p>Class 1 Handout: <i>Racial Equity Reflections</i> includes hyperlinks to the readings and video</p>	
Due Date:	Prior to Team Meeting – set by TEAM coordinator		

Title:	Team Discussion of Personal Reflections	Activity	TEAM
		Estimated Time	30 min
Homework 1.2		Materials/ Links	
<p>Come together to share homework reflections:</p> <ol style="list-style-type: none"> 1. allow space/time for all participants to express ideas 2. identify common themes and “outlier” ideas 			
Due Date:	Prior to Class 2, scheduled on April 15, 2022		

Class 2 – April 15, 2022

Title	Big Goal and Pre-Conditions	Duration	Three hours
Learning Objectives	<p>Participants will deepen their capacity to:</p> <ul style="list-style-type: none"> • Build connections with other program attendees, learning about their organizational WHYs re: racial equity. • Determine which racial disparities the organization is positioned to address. 		

- Define and overarching racial equity goal and identify the essential pre-conditions for making the goal possible.

Participant Homework

Title:	Land Acknowledgement Research and Development	Activity	ON OWN
		Estimated Time	20-30 min
Homework 2.1		Materials/ Links	
<ol style="list-style-type: none"> 1. Conductor your own research on the philosophies, traditions and critique of the practice of Land and/or Original Peoples Acknowledgments. 2. Prepare a version of an Acknowledgement that feels meaningful to you. 		All Handouts found in YWCA Document Hub -Class 2 Handout: <i>Land Acknowledgement Resources + Tool</i>	
Due Date	Prior to Class 3, scheduled on April 22, 2022		

Title:	Team Discussion of BIG GOAL and Pre-Conditions	Activity	TEAM
		Estimated Time	30-45 min
Homework 2.2		Materials/ Links	
<ol style="list-style-type: none"> 1. Review the draft goal statements and the list of Pre-Conditions drafted during the class (Pages 1-3 of the Handout) 2. If necessary, revisit any of the exercises discussed during class AND complete the 2 exercises on Page 4 3. Based on team discussions, refine Goal statements and identify the THREE main pre-conditions for your focused attention. 4. Come prepared to share your progress. 		-Class 2 Workbook Handout: <i>Goals and Preconditions</i>	
Due Date:	Prior to Class 3, scheduled on April 22, 2022		

Class 3 – April 22, 2022

Title	Paving the Way or Creating Roadblocks	Duration	3 hours
Learning Objectives	<p>Participants will deepen their capacity to:</p> <ul style="list-style-type: none"> Identify public policies, social/institutional practices, and cultural representations that impact (+/-) their goal or building blocks Consider possible alternatives that would better pave the way to success and progress 		

Participant Homework

Title:	PP&R In-Depth Research	Activity	TEAM
		Estimated Time	60-90 mins
Homework 3.1		Materials/ Links	
<ol style="list-style-type: none"> Continue team-based discussions to complete Steps 3-5 by using the tables on pages 3-6 of your Class 3 workbook handout Identify necessary assignments for additional PP&R research with outside sources Determine what questions you have for your meeting with Facili-trainers 		<p>All Handouts found in YWCA Document Hub</p> <p>-Class 3 Workbook Handout: <i>Paving the Way Or Creating Roadblocks?</i></p>	
Due Date:	<ul style="list-style-type: none"> Prior to your Facili-Trainer Check-in – <i>scheduled by TEAM Coordinator</i> 		
Title:	Check-in Meeting with Facili-Trainers	Activity	TEAM
		Estimated Time	1 hour +
Homework 3.2		Materials/ Links	
<ol style="list-style-type: none"> Meet with your Facili-trainers With new direction and guidance, continue working on project steps as needed 		<p>-Zoom link provided separately to each organization.</p>	
Due Date:	<ul style="list-style-type: none"> Prior to Class 4, scheduled May 6, 2022 		

Title:	Mid-Course Evaluation	Activity	ON OWN
		Estimated Time	15-20 mins
Homework 3.3		Materials/ Links	
1. Complete the mid-course Evaluation		-Mid-course Evaluation Link	
Due Date:	<ul style="list-style-type: none"> Prior Class 4, schedule May 6, 2022 		

Class 4 – May 6, 2022

Title	Mapping Sources of Power, Influence and Resistance	Duration	3 hours
Learning Objectives	<p>Participants will deepen their capacity to:</p> <ul style="list-style-type: none"> Identify who, and what governing bodies (or other sources) have the most power and influence over the policies, practices and representations identified in Weeks 3-4 Examine and anticipate potential sources of resistance toward their goal (internal and external to the organization) 		

Participant Homework

Title:	Mapping Power and Resistance – In Depth	Activity	TEAM
		Estimated Time	30-45 min
Homework 4.1		Materials/ Links	
<ol style="list-style-type: none"> Continue team-based discussions to complete Steps 6-7 using the exercises in your Class 4 workbook handout Begin to think about how you might present your TOC. <p>NOTE: Resist the urge to begin Action Planning or making connections with those you've identified during these steps. There's more for you to consider before taking action!</p>		<p>All Handouts found in YWCA Document Hub</p> <p>-Class 4 Workbook Handout: <i>Power, Influence and Resistance</i></p>	
Due Date:	<ul style="list-style-type: none"> Prior to Class 5, scheduled May 13, 2022 		

Title:	Movement 4 Black Lives Website review	Activity	ON OWN
		Estimated Time	20-30 min
Homework 4.2		Materials/ Links	
<ol style="list-style-type: none"> Continue to explore the www.m4bl.org website for concepts and calls to action that support your project and/or other organizational programming Share something you've learned or found with someone else 		-website link in description	
Due Date	Prior to Class 5, scheduled on May 13, 2022 - AND this will be an on-going resource.		

Class 5 – May 13, 2022

Title	Knowing Strengths, Limitations and Allies for Impact	Duration	3 hours
Learning Objectives	Participants will deepen their capacity to: <ul style="list-style-type: none"> Name essential skill sets needed for success and assess the organization's capacity to meet those needs Consider the organization's relationships with partners and what may be necessary to nurture mutually beneficial collaboration 		

Participant Homework

Title:	Assessment and Allies In-Depth	Activity	TEAM
		Estimated Time	30-60 mins
Homework 5.1		Materials/ Links	
<ol style="list-style-type: none"> Complete Steps 8 and 9 by using the exercises and prompts in the Class 5 Workbook Handout. Take special consideration to the section about meaningful partnerships. 		All Handouts found in YWCA Document Hub -Class 5 Workbook Handout: <i>Knowing your Strengths, Limitations and Allies</i>	
Due Date	<ul style="list-style-type: none"> Prior to Facili-trainer Check-in meeting, <i>scheduled by TEAM Coordinator</i> 		

Title:	Develop REAL TOC Presentation	Activity	TEAM
		Estimated Time	1-2 hours
Homework 5.2		Materials/ Links	
<ol style="list-style-type: none"> 1. Begin to prepare a presentation of all your work of Steps 1-9 to deliver to the group during Class 6 2. Decide if you will use Jamboard, Slides and/or other interactive platforms to deliver your presentation. 3. Determine any questions or needs to share during your Facilitator check-in meeting. 		-Presentation Prep Tool	
Due Date	<ul style="list-style-type: none"> • Prior to Facilitator Check-in meeting, <i>scheduled by TEAM Coordinator</i> 		

Title:	Check-in Meeting with Facilitators	Activity	TEAM
		Estimated Time	1 hour +
Homework 5.3		Materials/ Links	
<ol style="list-style-type: none"> 1. Meet with your Facilitators 2. With new direction and guidance, finalize work on your presentation. 		-Zoom link provided separately to each organization.	
Due Date:	<ul style="list-style-type: none"> • Prior to Class 6, scheduled May 26, 2022 		

Class 6 – May 26, 2022

Title	Gearing up for Action + Lunch	Duration	4 hours +
Learning Objectives	<p>Participants will deepen their capacity to:</p> <ul style="list-style-type: none"> • Present and field questions about their TOC • Identify preliminary action steps based on a comprehensive understanding of goals and environmental factors, including potential external support • Continue to strengthen and refine the organization's Theory of Change 		

Participant Homework

Title:	End-of-Course Evaluation	Activity	ON OWN
		Estimated Time	20-30 mins
Homework 6.1		Materials/ Links	
1. Complete the End-of-course Evaluation		-End-of-course Evaluation Link	
Due Date:	<ul style="list-style-type: none"> No later than Wednesday, June 1, 2022 		

Title:	Next Steps and Action Planning	Activity	TEAM
		Estimated Time	TBD
Homework 6.2		Materials/ Links	
<ol style="list-style-type: none"> Complete the exercises in your Class 6 Workbook Handout Move to complete your 1-month out Tasks to share back with the group at the 1-month post-course gathering 		All Handouts found in YWCA Document Hub -Class 6 Workbook Handout: <i>Gearing Up for Action</i>	
Due Date	<ul style="list-style-type: none"> Prior to 1-month Post Course Gathering, tentatively scheduled for the morning of Friday, June 24, 2022. 		