Ask for feedback – what holidays matter to your employees, have a suggestion box, anonymous surveys and encourage staff to submit the holidays/observances that are important to them and how they are celebrated.

Create awareness – develop a calendar with all (suggested) holidays and observances. Make it easily accessible and visible.

Make it optional to participate in any activities or celebrations.

Create a safe space for sharing – acknowledge and validate those that share and encourage others to do so when they are ready and in their own way.

Create a committee/employee resource group (ERG) to oversee celebrations and activities. Include employees for different departments, gender, race, positions, ethnicity, etc. for a diverse and inclusive group. This opportunity should be open to all employees.

Communicate why your facility is celebrating a holiday or observance. Educate your employees about the significance of the holiday.

Show respect – avoid culturally insensitive biases, be inclusive of all (winter holidays).

Be thoughtful and inclusive – Consider decorations, scheduling needs, food and beverage, and holiday/observance origin and purpose with thought and care (not all holidays are happy holidays.)

Approach as year-round commitments to change and understanding through sharing, acknowledgement and creating a safe environment.

Don’t make assumptions. Don’t assume everyone celebrates the same holidays in the same way or wishes to participate.

Learn more about ANFP’s DE&I Initiatives at www.ANFPonline.org/DEI