

## Leadership Buy-in Action Plan Checklist

This checklist is designed to help you create an action plan for gaining leadership buy-in on domestic violence, sexual assault, stalking, and sexual harassment (DVSASSH) initiatives. Each section will assist with identifying key areas for leadership impact, actionable requests, supportive stakeholders, and simple steps to enhance leadership confidence and competence.

### 1. Where Could Leadership Buy-in Have the Greatest Impact?

GOAL: Identify where leadership support would drive progress in your DVSASSH initiatives.

Select an area or write your own:

- ☐ Prevention (e.g., enhancing DVSASSH training programs)
- ☐ Response services (e.g., improving victim advocacy or support)
- ☐ Accountability and compliance (e.g., stricter enforcement of DVSASSH policies)
- ☐ Organizational change (e.g., ensuring leadership communicates the importance of DVSASSH initiatives)
- ☐ Other: \_\_\_\_\_

### 2. What is the Smallest Request You Could Make to Drive Progress?

Goal: Focus on a simple, achievable step that leadership could take to support your chosen area of impact.

Select an example or write your own:

- ☐ Schedule a 15-minute meeting to discuss DVSASSH initiatives.
- ☐ Gain approval to present DVSASSH issues at the next leadership meeting.
- ☐ Ask for a brief inclusion of DVSASSH in monthly leadership check-ins.

☐ Request additional resources for training or response services.

☐ Other: \_\_\_\_\_

### **3. Who Are Your Current Champions and Stakeholders?**

Goal: List individuals within your organization who are already supportive or could be key allies in gaining leadership buy-in.

Write the names and titles of key champions:

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### **4. What Quick Steps Could You Take to Make Leaders Feel Confident and Competent?**

Goal: Identify quick, actionable steps you can take to help leadership feel more informed and capable of supporting DVSASSH initiatives.

Choose from these options or create your own:

☐ Create a one-page definitions list of key DVSASSH terminology for leadership to reference.

☐ Use consistent DVSASSH terminology in all presentations and materials.

☐ Provide a list of key statistics or facts to reinforce the business case for addressing DVSASSH (e.g., risk management impacts, reputational risks).

☐ Offer brief quarterly updates to leadership highlighting successes and progress.

☐ Other: \_\_\_\_\_

### Action Plan Summary:

Once you've completed this checklist, you'll have:

- A clear understanding of where leadership buy-in could have the greatest impact.
- A small, actionable request to present to leadership.
- Identified champions and stakeholders who can help you gain leadership support.
- Quick steps to make leadership feel more confident and competent in supporting DVSASSH initiatives.

Workplaces Respond provides free resources, consultation, technical assistance and training curricula to prevent and respond to the impacts of domestic and dating violence, sexual violence, stalking, and sexual harassment in the world of work. Strategies aim to support organizational change aimed at eradicating risk factors and promoting safety and trauma-informed policy and practice.

### Examples on How We Can Help

#### Resources

- Awareness and Support Materials
- Assessment and Evaluation Tools
- Model Policies and Protocols

#### Training Curricula and Courses

- Staff Education and Development
- Trauma-Informed Supervision
- Trauma-Informed, Survivor-Centered Human Resources Practices
- Discussion Guides

#### Technical Assistance

- One-on-One Consultation
- Policy and Protocol Review
- Education and Training Program Guidance



Scan the QR code to request technical assistance from Workplaces Respond

This project is supported by Grant No. 15JOVW-22-GK-04852-NRCW awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed herein or in any materials herein, are those of the authors and do not necessarily reflect the views of the Department of Justice, Office on Violence Against Women.

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