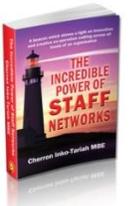


Top tips for starting a staff network



Starting a staff network takes careful thought and strategic planning. The six step guide by The Power of Staff Networks aims to help you consider those crucial questions at the start the staff network journey.

Steps	Things to consider
Step 1 - Establish the Need	<ul style="list-style-type: none"> - Who is it for? (a specific equality group? anyone?) - What do you want the staff network to achieve? - What are your goals? - What is your strategy for achieving your aim/goals? - How will the organisation and members benefit from your staff network? - What is your legacy?
Step 2 - Gather Evidence	<ul style="list-style-type: none"> - Does your organisation have a business strategy? - What does the annual report say about diversity? - Look at the staffing figures - Is there a concentration of your target group at a particular grade/ range? How does this compare with similar organisations? The national picture? - If there is a trade union representative? Could they help?
Step 3 - Test out the waters	<ul style="list-style-type: none"> - Invite people (of all levels in the target group) to a meeting with the aim of exploring whether there is a need for a staff network. - Set out your concerns, share the evidence gathered and have a discussion. - Remember that just because you convened the meeting, doesn't mean that (a) people will agree with you; and (b) that you will lead the staff network. - Who can form part of the project team (to help get things started)?
Step 4 - Learn from others	<ul style="list-style-type: none"> - Speak to other staff networks in the business about their approach. Are there opportunities to collaborate on a project? - Speak to staff networks in external organisations representing the same target group and learn from them
Step 5 - Business case/Core Proposal	<ul style="list-style-type: none"> - Contact the corporate team that deals with the business strategy about your proposals. - Be ready to set out the business case for the staff network. - What resources can they provide? (e.g. facility time, budget) - Is there someone senior that is empathetic to your aim? Champion material?
Step 6 - Build on the foundation	<ul style="list-style-type: none"> - Nuts and bolts of the staff network e.g. aim, purpose, Terms of Reference / Shared purpose, comms, work/action plan, - Choose the team to lead the network with roles - Promote the staff network to all staff - Tell them about the benefits (what's in it for them) - Who can be a member? Who are your allies?