

# Inclusionary Program Manager

AFMC DIVERSITY, EQUITY, INCLUSION AND ACCESSIBILITY  
DEIA



## Program Administrator

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## Client Overview

All AFMC Airmen

## Program Description

- Functional expert for workplace inclusion
- Prevent and respond quickly to harassment behavior
- Maintain a separate process from EEO for responding to harassment
- Identify and promote available resources to aid in DEIA initiatives
- Publish and distribute program policies
- Provide analytical information about program data

## Products

- DEIA Education
- Anti-Harassment Training
- Unconscious Bias Training
- Psychological Safety Training
- Distributes AFMC-authored PULSE Checks
- Focus Groups

## Function

Acts as a resource advocate, anti-harassment program manager, and inclusivity advisor for employees and leaders to promote inclusion in the workforce.



### Task

Prevention

Response

Data Collection



### Method

Training and Education

Alternative Dispute Resolution,  
Shuttle Negotiation,  
Expectation Management

Demographics, case scenario, time spent



### Time Required

2 hours per training session

Inquiry within 5 days of notification, resolution within 2 months

Ongoing collection, quarterly submission to AFMC