

DEVELOPED BY



# WARWICK CHEMISTRY



**EMAIL TEMPLATE EXAMPLES**

# Acknowledgments

We thank the Royal Society of Chemistry for funding this work, through the Diversity and Inclusion Fund.

We also want to acknowledge the contributions from members of Warwick Chemistry, including representatives from the Warwick Chemistry STEM and Diversity Group, Warwick Postdoctoral Society of Chemistry and Warwick ChemSoc, who made this project happen.

We are grateful to Warwick Chemistry for enabling us to pilot this initiative.

The project is led by Zoë Ayres and Bo Kelestyn, and booklet lead Alex Baker, with support and guidance from Adam Alcock, Louis Ammon, Leanne Loveitt, Ally McLoughlin, Maria Kariuki, Kathryn Murray, Tania Read and Michael Staniforth.

All Diversity Book Club materials are brought to you as open access to enable you start your own club, through the hard work of the above individuals. We ask if you use these materials to keep the Acknowledgement Section in the Booklets you use and credit the Chemistry Department of the University of Warwick.



*Below are some examples emails for you to adapt as you see fit.*

## Advertising the Diversity Book Club

Want to improve representation in Chemistry? Want to be an ally? Don't know where to start?

To take action and improve diversity in the chemical sciences it is first essential for chemists to educate themselves and be aware of the diversity issues that prevail within our community.

The [Warwick Chemistry Diversity Book Club](#), a joint collaboration between ChemSoc, PSoC and the STEM and Diversity Group, sponsored by the Royal Society of Chemistry, is designed to raise awareness, providing an opportunity for members of our chemistry department to connect, communicate and reflect on current diversity issues prevalent within the chemical sciences today.

SIGN UP [HERE](#)

The Diversity Book Club is for all members of the Warwick Chemistry community; undergraduates; postgraduates; postdoctoral researchers; academic staff; technical staff and admin staff (and anyone in between) to encourage the sharing of ideas and highlight that improving diversity is essential throughout the whole department.

The Book Club will run from January 2021 through to December 2021 and will involve monthly 1-hour meetings with a group discussion element. It will focus on four specific themes:

Diversity Theme	Corresponding Book	Corresponding RSC Report
Race	"Superior" by Angela Saini	Diversity Landscape of the Chemical Sciences
Gender	"Invisible Women" by Caroline Criado Perez	Breaking the Barriers
Sexual Orientation	"Straight Jacket: How to be gay and happy" by Matthew Todd	Exploring the Workplace for LGBT+ Physical Scientists
Unconscious Bias	"Sway" by Dr Pragya Agarwal	Is publishing in the chemical sciences gender biased

The book selections are linked with RSC reports which will be used to put the diversity theme in perspective with the chemical sciences.

You will be given **free** book copies throughout the Book Club (to be returned on completion).

Thank you for helping us improve diversity in the chemical sciences,

*The Diversity Book Club Team*

# Example correspondence during the Diversity Book Club

Hi all,

The next Book Discussion Sessions will take place on the week beginning the 27th of September (please put your date/time in your diaries!)

For this session you will be required to read Part 3 of Straightjacket by Matthew Todd. Attached to this email you will find the Question Booklet for Discussion Session 3, off which questions during the session will be based. We hope you will complete your answers ahead of time to get the most out of the session. The corresponding "Exploring the Workplace for LGBT+ physical scientists" report can be found here: [https://www.rsc.org/globalassets/04-campaigning-outreach/campaigning/lgbt-report/lgbt-report\\_web.pdf](https://www.rsc.org/globalassets/04-campaigning-outreach/campaigning/lgbt-report/lgbt-report_web.pdf)

As mentioned in our introduction to this book, the book does have some heavy themes including discussion of suicide and addiction. Thus, please find the Warwick Wellbeing Support Services here: <https://warwick.ac.uk/services/wss/>. If you are struggling and need someone to talk to, I would recommend Samaritans from personal experience, by phoning them on 116 123. Also please do not hesitate to reach out to either myself or Bo if you have concerns.

Based on feedback I want to remind you that:

- The amount of reading per month is a recommendation, but if life gets in the way we understand (we know some of these chapters are intense so please bear in mind we would rather you came to the sessions irrespective of if you got through all the reading).
- The Discussion Booklet is a guide for conversation and to make you think - we do not expect the groups to be getting through all prescribed questions and free flow discussion is encouraged.
- Attached is a Word document version of the question booklet in case you would prefer to write in this as you go.

Your Facilitator will send a calendar invite for your next Discussion Session.

All the best,

*The Diversity Book Club Team*