

Focus Group Informed Consent

Officer Retention and Promotion Barrier Analysis Study

Department of Defense Office for Diversity, Equity, and Inclusion (ODEI)

Purpose

- The Office for Diversity, Equity, and Inclusion is conducting the study to examine the beliefs and attitudes toward diversity and inclusion (D&I), retention and promotion, and specifically any perceived differences of retention and promotion related to race, ethnicity, and gender. The study will identify potential and existing factors that serve as barriers which may affect such differences in retention and promotion. Participants will include active component mid-grade officers (O-4 to O-6) and active component junior officers (O-2 to O-3).

Procedures

- Your participation is completely voluntary, and you may withdraw participation at any time during the focus group after the moderator reviews the informed consent.
- The length of the focus group is 90 minutes. A moderator will lead and facilitate the discussion. A notetaker will take notes and an observer will assist with technical support if needed.
- The virtual focus group will use Cisco Webex, a secure videoconferencing software, and will be video- and/or audio-recorded.
- A computer, laptop, or mobile device with Internet connectivity and microphone, web camera, and speakers or a telephone is required to participate.
- You may need to download Webex to run the application on your electronic device if unable to connect via Internet browser.
- You may stop sharing your web camera at any time during the focus group following the review of informed consent and obtaining verbal consent to record. Note: Some external firewalls may block video.
- You may not disclose any controlled unclassified information, nor any personally identifiable information (PII) about yourself or others.
- Please do not forward the focus group invitation to others. Also, please do not record or repeat any information shared during the duration of the focus group.
- ODEI appreciates you offering your perspective—and there are no right or wrong answers. Please provide your candor and honesty.

Benefits and Risks

- There is no benefit to your participation in this study and no risks are anticipated.

Confidentiality

- ODEI will hold all focus group data collected during the focus group confidentially. ODEI researchers who will collect, store, and analyze focus group data received training in the handling of sensitive data. Inadvertent disclosure of PII may occur thus ODEI cannot provide a complete guarantee of confidentiality. ODEI will report data in aggregate.

Contact

- If you have any questions or concerns regarding this study, please contact: Mr. Norvell “Rock” Dillard, Director, Diversity & Inclusion (D&I) Program, 703.614.3397, norvel.l.dillard@mail.mil.