LGBT+ GUIDANCE

Creating a workplace environment that is inclusive for all employees is pivotal for performance

Support, Empowerment & Tolerance

Listen to and **support** LGBT+ employees.
Promote awareness of LGBT+ issues and mark **significant** dates.
Provide LGBT+ specific training as part of ED&I.
Represent LGBT+ community where possible.
Review staff policies from an LGBT+ angle.
Understand concerns and feedback.
Uphold a zero-tolerance approach to bullying and/or harassment.
Educate staff on LGBT+ issues and developments.
Disclose LGBT+ staff statistics (where permitted) and understand gaps.

Inclusivity, Belonging & Culture

Create an LGBT+ inclusive workplace
Visibly support LGBT+ colleagues across your organisation.
Participate in relevant LGBT+ events, or host your own.
Offer equal benefits to employees, regardless of sexual orientation (including parental leave, adoption policies and time off).
Hire and promote in an **inclusive** way, with appropriate development.
Empower staff to discuss LGBT+ issues and topics.
Improve understanding of colleagues to understand **multiple identities** (such as LGBT+ people of colour).
Work to understand the **experiences** of LGBT+ staff.

Respect, Conversation & Language

Use people-first language that centres on an **individual** rather than a descriptor.
Neutral language removes assumptions about background or preferences.
Listen when people share words/phrases that they find **harmful.**
I**nform** others about the context and impact of non-inclusive language.
Empathise with others about how words could make them feel.
Commit to continuously learning about and using **inclusive** language.
Demonstrate inclusive behaviour and language wherever possible.
Unite and facilitate LGBT+ individuals with understanding and compassion.

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LGBT+ LANGUAGE

The language we use when interacting with others has the power to offer validation for all identities, but also has the power to deny it.

Ally: Someone who does not identify as LGBT+ but advocates for fairness and inclusion of all.
Anatomical Sex: The compromisation of gentials, chromosomes, hormones, and more. Not to be confused with gender identity.
Asexual: Low, absent or lacking sexual attraction to anyone.
Assigned Gender: The gender a person is assigned at birth.
Bisexual (or Bi): Attraction to both men and women.
Cisgender: Someone who's gender identity matches what they were assigned at birth.
Closeted: A person who's sexual orientation or gender identity is not open.
Coming Out: A process of acknowledging one's sexual orientation or gender identity. Some are out to everyone, some are out to few.
Gay: Attraction to the same sex.
Gender Expression: The way you present gender; through actions, clothing, demeanor and/or more.
Gender Fluid: An identity for individuals whose gender does not confirm to the binary understanding of gender.
Gender Identity: One's internal, personal sense of gender. Not to be confused with sex.
Gender Reassignment: The process undertaken by a trans person, altering their physical sexual characteristics to match their gender identity.
Heterosexual: Attraction to the opposite sex.
Intersex: An individual that may have biological characteristics of both male and female sex.

Intersectionality: An approach largely advanced by women of colour, arguing that classifications such as gender, race, class, and others cannot be examined in isolation from one another; they interact and intersect in individuals' lives, in society, in social systems, and are mutually constitutive. It was coined by Kimberlé Crenshaw in 1989.
Lesbian: A woman who is attracted to other women.
LGBT+: An acronym for Lesbian, Gay, Bisexual, Trans. The + accounts for the wider community.
Non-binary: An individual who does not fit into the gender binary of male or female.
Pansexual: Attraction to people of any gender.
Pronouns: A word that refers to the people talking, or someone/something that is being talked about. Inclusivity should mean asking people their preferred pronouns as common practice, similar to asking their name.
Queer: Traditionally a negative term, some LGBT+ community members have reclaimed the term for community. This should only be used for someone who self-identifies that way.
Questioning: Exploring one's sexuality or gender identity.
Sexual Orientation: One's emotional, romantic, sexual and relational attraction to another person.
Trans: An umbrella term for individuals who do not identify with their assigned gender at birth. 'Transgender' and 'transsexual' are not umbrella terms, and it is important to ask trans individuals which term they prefer.
Transition: The process of aligning gender expression with gender identity for individuals who are trans.

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