

# 5 WAYS TO CREATE A GENDER-INCLUSIVE WORKPLACE



Become an advocate for change in your workplace. Here are five actions you can take to help your organization become a gender-inclusive environment where everyone can thrive.



## 1. PROMOTE NON-DISCRIMINATION POLICIES.

Ask leaders in your organization to include gender expression, identity, and performance in its non-discrimination policy.



## 2. UPDATE LANGUAGE ON FORMS AND DOCUMENTS.

Rather than requiring employees to choose from just "male" or "female," organizations should offer an inclusive list of gender identities or leave a blank space for employees to complete in the way they feel most comfortable.



## 3. MODEL GENDER-INCLUSIVE LANGUAGE.

State your pronouns in meetings and when being introduced to new people, and politely and respectfully ask people for theirs. Encourage teammates to do the same. Create formal processes for employees to share pronouns in other settings, such as in their email signature.



## 4. ADVOCATE FOR A GENDER-INCLUSIVE DRESS CODE.

If your workplace has a gendered dress-code policy (e.g., requiring dresses or heels for women), advocate for a new code that is inclusive to those who do not identify with binary male-female norms.



## 5. OFFER GENDER-NEUTRAL RESTROOMS.

Providing access to these facilities is a powerful structural change that can support the creation of a more gender-inclusive workplace environment for all.

Check out Catalyst's tool, *What Is Gender*, to learn more at [catalyst.org](https://catalyst.org).



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