



JOB POSTING



> Non-discrimination statement

> Qualifications

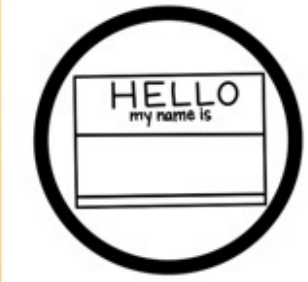


> Degree requirements

> Compensation transparency



INTERVIEW



> Candidate names and pronouns

> Bathroom options



> Your name and pronouns

> Parking and accessibility



ONBOARDING



> Open-minded accommodations

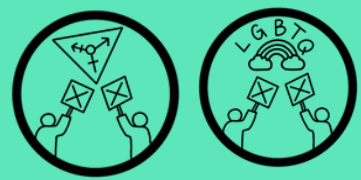
> Flexible work hours



> Leave and holidays

> Remote work options

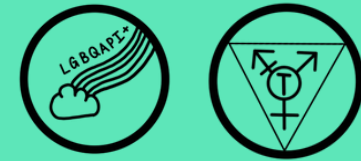




ENSURE THAT THE JOB POSTING HAS A NON DISCRIMINATION STATEMENT ON IT THAT INCLUDES A COMMITMENT TO NO DISCRIMINATION ON THE BASIS OF SEXUAL ORIENTATION/GENDER IDENTITY/GENDER EXPRESSION



TO SET THE EXPECTATION TO BE PART OF AN AGENCY CULTURE THAT IS INCLUSIVE, AFFIRMING, AND NON-DISCRIMINATORY TOWARD QUEER AND TRANS EMPLOYEES AND CLIENTS, CONSIDER INCLUDING QUALIFICATIONS REQUIREMENTS FOR AN INTERSECTIONAL EQUITY LENS. YOU CAN BE AS SPECIFIC AS POSSIBLE - E.G. 'ANTI RACIST, DISABILITY JUSTICE, QUEER AND TRANS LIBERATION' ETC



ACCESSING HIGHER EDUCATION HAS OFTEN BEEN A BARRIER FOR MARGINALIZED COMMUNITIES, INCLUDING QUEER AND TRANS FOLKS. THESE INSTITUTIONS MAY ALSO NOT BE SAFE AND AFFIRMING FOR MARGINALIZED STUDENTS, IN ADDITION TO BEING COST PROHIBITIVE. SO MUCH RICH EXPERTISE CAN COME FROM LIVED EXPERIENCE, NOT JUST INSTITUTIONS OF EDUCATION. CONSIDER REMOVING DEGREE REQUIREMENTS FOR POSITIONS (UNLESS IT'S ONE THAT REQUIRES A SPECIFIC LICENSURE, LIKE A COUNSELOR), TO BROADEN THE POSSIBILITIES FOR WHERE A CANDIDATE MAY HAVE ACQUIRED THEIR EXPERTISE AND QUALIFICATIONS.



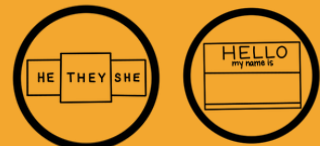
QUEER AND TRANS COMMUNITIES HAVE SIGNIFICANTLY LOWER EARNING POTENTIAL THAN THEIR STRAIGHT AND CISGENDER COUNTERPARTS. IT CAN BE DIFFICULT TO FINANCIALLY PLAN FOR THEMSELVES AND THEIR FAMILIES WITH THE SMALLER FINANCIAL SAFETY NET THEY MAY HAVE. THIS IS NOT AN ISOLATED ISSUE TO QUEER AND TRANS COMMUNITIES. BLACK COMMUNITIES IN AMERICA HAVE BEEN SYSTEMICALLY ROBBED OF SAFETY NETS AND EARNING POTENTIAL. CONSIDER POSTING THE SALARY RANGE ON ALL JOB POSTINGS, SO THAT MARGINALIZED CANDIDATES, AND ALL CANDIDATES, CAN DECIDE IF THE AMOUNT THEY WOULD EARN IN THE JOB ALIGNS WITH THEIR FINANCIAL NEEDS.



ASK WHAT PRONOUNS AND NAME A CANDIDATE WANTS TO BE REFERRED TO IN THEIR INTERVIEW. THESE MAY BE DIFFERENT THAN WHAT IS ON THEIR RESUME OR ON THEIR LINKEDIN, DEPENDING ON THEIR DEGREE OF 'OUTNESS'.



LET A CANDIDATE KNOW WHAT BATHROOM OPTIONS ARE AVAILABLE FOR THEM IN THE BUILDING AT THE INTERVIEW.



WHEN INTRODUCING YOURSELF TO OFFER SOMEONE BEFORE OR DURING AN INTERVIEW, SHARE YOUR OWN PRONOUNS. MAKE SURE EVERYONE ELSE INVOLVED IN THE INTERVIEW DOES THE SAME.



LET A CANDIDATE KNOW WHAT PARKING AND ACCESSIBILITY WILL BE LIKE AT THE BUILDING WHERE THE INTERVIEW IS HELD. TRANS AND GENDER NON-CONFORMING FOLKS HAVE HISTORICALLY AND PRESENTLY BEEN VULNERABLE TO VIOLENCE, SCRUTINY, AND DISCRIMINATION IN PUBLIC SPACES,. THEY DESERVE TO HAVE AS MUCH INFORMATION AS POSSIBLE ABOUT ANY PUBLIC SPACE THEY ENTER, SO THEY CAN PLAN WAYS TO MAKE THEMSELVES FEEL AS SAFE AND COMFORTABLE AS POSSIBLE.



IF AN EMPLOYEE WANTS TO WORK REMOTE MORE, TRUST THEM. REMOTE WORK ALLOWS FOR LESS BATHROOM ANXIETY AND POTENTIALLY LESS TIME BINDING/GAFFING WHICH CAN HAVE LONG TERM HEALTH DETRIMENTS IF UNABLE TO AFFORD COST PROHIBITIVE SAFE VERSIONS.



BE FLEXIBLE WITH NOTIFICATION FOR LEAVE - MOST COMPANIES HAVE A STRICT TWO WEEK NOTICE POLICY. IT'S POSSIBLE THAT A TRANS EMPLOYEE MAY HAVE BEEN WAITING FOR A LONG TIME FOR GENDER CONFIRMATION SURGERY, AND GOT OFF THE WAITING LIST OR WAS CALLED DUE TO A LAST MINUTE CANCELLATION. MANY FOLKS GO OUT OF STATE TO GET THIS DONE - NC DOES NOT HAVE MANY, IF ANY, OPTIONS FOR SURGERY. IT MIGHT MEAN EXTENDED TIME OFF FOR TRAVEL, OR CHANGE BASED ON THE AVAILABILITY OF THEIR DESIGNATED SAFE PERSON WHO DRIVES THEM TO THE PROCEDURE.