

Finding a place to work that includes LGBTQ+ people

Stonewall **YOUNG FUTURES**



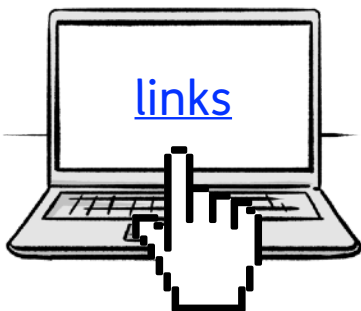
easy
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In this Easy Read document, difficult words are in **bold**. We explain what these words mean in the sentence after we have used them.



Some words are blue and underlined.

These are links that will go to another website which has more information.

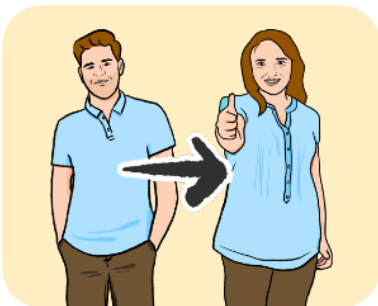
Introduction



For many **LGBTQ+** people, it is important to know if the place they work includes and welcomes LGBTQ+ people.



LGBTQ+ means lesbian, gay, bi, trans and any other gender identity or sexual orientation that isn't on the list.



Gender identity is whether you are a man, woman or neither. It might be different from the gender you were given when you were born.



Sexual orientation is who you are attracted to.



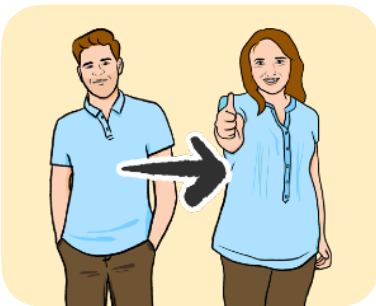
L is for **Lesbian**, which means women who are attracted to women.



G is for **Gay**, which means people who are attracted to the same gender.



B is for **Bi**, which means people who are attracted to more than 1 gender.



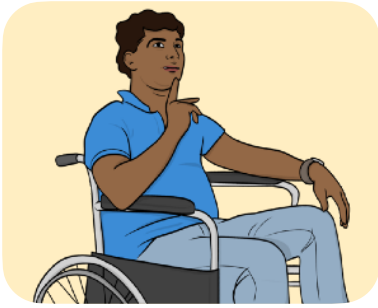
T is for **Trans**, which means that the gender you were given as a baby is not the same gender that you feel yourself to be.



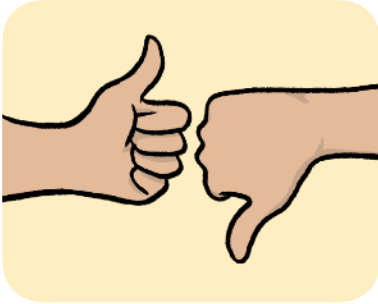
Q+ means including any other gender identity or sexual orientation that isn't on the list, like **Queer**, **Questioning** or **Ace**.



Queer is what some people use to call themselves if they feel that other words describing gender identity and sexual orientation aren't right for them.



Questioning means you are exploring your gender identity or sexual orientation.



Ace means you are not attracted to anyone, or if you are it happens only sometimes.



This information will help you find out if an organisation has worked hard to include LGBTQ+ people.



You can use it when you are looking for jobs.



You can find a list of the best organisations for LGBTQ+ people here:

www.stonewall.org.uk/creating-inclusive-workplaces/workplace-equality-indices/uk-workplace-equality-index

These links take you to websites which are not in Easy Read.

Our tips



Look at the application form

Look at the application form for the job. Does the organisation mention:



- The words ‘diverse applicants’?
This means they would like people from lots of different backgrounds to apply.



- That they welcome LGBTQ+ people to apply?



- That they do not make unfair decisions because of **gender identity** or **sexual orientation**?



Find out about Staff Network Groups

Lots of organisations have Staff Network Groups for LGBTQ+ people.



They are a good way to get support from other LGBTQ+ staff at the organisation.



Look at the organisation's website to see if they have Staff Network Groups.



If you can't find any information on the organisation's website, contact them to find out if there are Staff Network Groups.



Search their website

Search for 'equality', 'equity', and 'diversity' on the organisation's website.



Lots of organisations have said what they believe about equality, equity and diversity.



Check if the organisation talks about LGBTQ+ people.



Look for Stonewall logos

We work with over 900 organisations to make sure they include LGBTQ+ people.

Most of them will say on their website or application forms that they are a:



- Stonewall Diversity Champion.

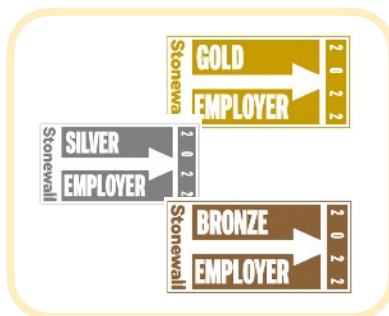


- Global Diversity Champion.

Organisations that have worked very hard to include LGBTQ+ people might have a:



- Stonewall 'Top 100 Employers' logo.



- Stonewall Gold, Silver or Bronze Employer logo.

Are they on Stonewall's Proud Employers website?



Stonewall has a website called Proud Employers. You can look at it here:

www.proudemployers.org.uk



Organisations that work hard to include LGBTQ+ people often choose to post job adverts on this website.



Ask about what they do to support staff

There are a lot of things organisations can do to support their staff.

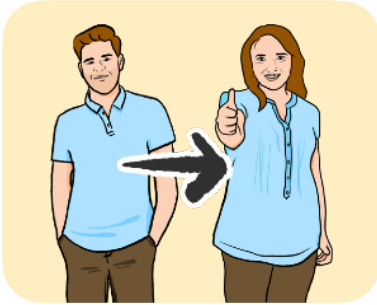
Ask if an organisation:



- Gives staff time off to help their children, or adopt children.



- Uses words like 'partner' or 'birth-parent' to talk about loved ones.



- Has a trans-inclusion policy to include trans people, who are not of the same gender as when they were born.



- Gives staff time off to grieve a loved one who has died, including people they are very close to but are not related to.



- Gives people time off to support them through transition - this is when someone changes their gender from the one they were given when they were born.



Do they have important champions?

Some organisations have a very important staff member, who are often called a champion, in charge of making sure everyone is included.



These people will make sure that LGBTQ+ people are included and treated fairly.



Look at the organisation's website to find out if they have someone who does this.



Do they know about the people who work for them?

Ask the organisation if they know how many women, disabled people or LGBTQ+ staff work there.



If they do know, it is because they have taken the time to ask.



The best organisations use this information to make sure nobody is left out



Would you use their services?

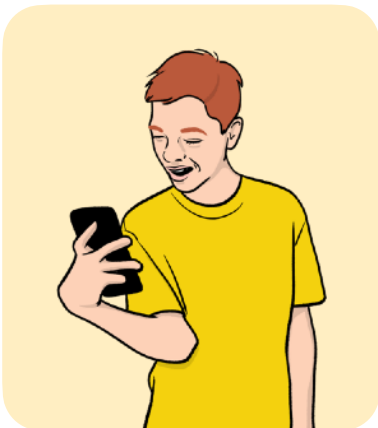
Find out if the organisation is doing anything to:



- Get more LGBTQ+ people to use their service.



- Make sure they provide services that include everyone.



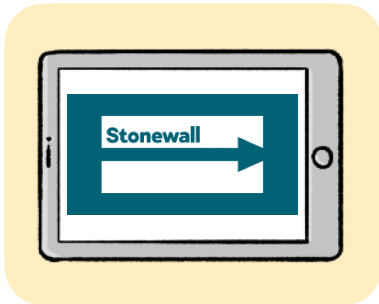
Check their social media

Lots of organisations show what they do to include people on their social media.

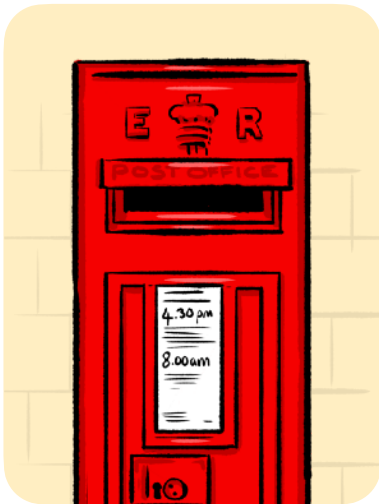


Have a look at an organisation's Twitter, Instagram and LinkedIn pages to see what they are doing.

For more information



You can look at our website here:
www.stonewall.org.uk

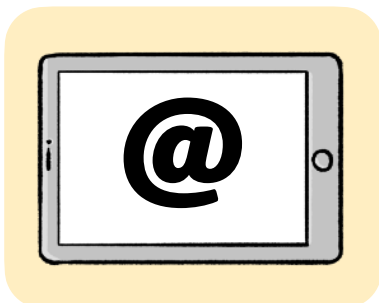


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- Email: info@stonewall.org.uk



What we don't do

Stonewall is a charity that supports the rights of all **LGBTQ+** people.



We give people information and support but we do not give **legal advice**.



Legal advice means telling someone what they should do when they have a problem to do with the law.



If you have an issue to do with the law, you should get legal advice from a professional, like a lawyer.

Our charity number in England and Wales is 1101 255. In Scotland it is SC039 681.

This Easy Read information has been produced by easy-read-online.co.uk