



# BUILDING A TRANS & NON-BINARY INCLUSIVE RECRUITMENT CULTURE

with Joanne Lockwood



### Summary

This interactive workshop runs as a half-day, online or in-person, and aims to help you build a more transgender & non-binary-inclusive recruitment culture. The core objectives of this workshop will focus on engaging with HR or D&I Professionals to assist in building implementable policies and procedures into your recruitment process. It dives deeper into the challenges faced by trans, non-binary, and gender-diverse people when applying for jobs and attending interviews.

Through this training, recruiters will gain the insight and tools to be more sensitive & aware of the challenges faced by transgender and non-binary individuals. They will gain the confidence to ensure every candidate has a fair and equal chance to get hired, and how to sensitively handle situations surrounding personal identification and confirming their right to work without fear of upsetting, misgendering, and causing offense. It teaches an understanding of language, terminology, gender identities, and allyship to build a trans-inclusive recruitment culture.

### Who is this session for?

This workshop is targeted at Recruiters and Hiring Teams looking to develop their understanding of DE&I, HR Professionals looking to evolve their inclusive recruitment culture, L&D professionals wanting to weave Diversity & Inclusion into recruiter training and Recruitment Marketing Professionals who want to develop a message of inclusion across their client and candidate networks

### Synopsis

- Duration: 3-4 Hours (Half Day)
- Situ: On-Line or In-Person
- Format: Facilitated Workshop with Videos, Breakouts, Q&A
- Equipment: Internet, AV, Projector & Screen
- Room Layout: Class Room
- Audience: Workplace, Club, Organisation
- Typical Delegate Size: 12 – 16 persons
- Cost: from £POA + VAT





201

## FACILITATION LEVEL

### Aims and Objectives

#### 1. INTRODUCTION

- What is trans & non-binary-inclusion?
- Why do we need trans & non-binary-inclusion?
- What are the common pitfalls we need to avoid?

#### 2. UNDERSTANDING BIAS AND ITS IMPACT ON RECRUITMENT

- How bias & blind spots are formed
- Bias and Perspectives explained
- How bias impacts recruitment, candidates & decision making
- Mitigating bias from recruitment processes
- Becoming a consciously inclusive & equitable decision maker

#### 3. UNDERSTANDING THE NEEDS OF TRANS INDIVIDUALS

- The principles of trans & non-binary-inclusion; Identities, Language, Terminology and Allyship.
- Explore challenges faced by trans & non-binary people in the workplace
- Highlight challenges when transitioning at work.
- Recognise the need for trust.
- Understand the issues face by trans & non-binary people in their private lives that can impact work performance.

#### 4. BUILDING AND INCLUSIVE RECRUITMENT PROCESS

- The benefits of inclusive recruitment
- Language, behaviour & processes that include talent
- Positive action vs positive discrimination
- Building in measurement and metrics to track the effectiveness
- Inclusive recruitment techniques & best practice

#### 5. IMPLEMENTING A TRANS-INCLUSIVE CULTURE IN YOUR WORKPLACE

- How to sensitively handle situations surrounding personal identification and confirming their right to work without fear of upsetting, misgendering, and causing offense.
- Spreading a Culture and Ethos to support your Workplace or Organisation.
- Ideas for respecting the needs and identities of Service Users, Clients or Customers.
- Becoming effective Workplace Allies – Advocating and Educating

#### 6. REFLECTION AND ACTIONS

- Commitment to “What can I do” / “What can we do”
- Reflection on personal learning and takeaways
- Top Tips and Takeaways
- Commitment to action



These 201 facilitation-level intermediary sessions are either standalone or are often used as a kick-off to a D&I consultancy engagement and programme to set the scene and bring people to the same level of knowledge and understanding.

They are generally delivered either as half-day or full-day standalone deep-dive workshops that contain a presentation, interaction, video, games and facilitated round table discussions, together with actions, takeaways, summarisations and agreement on the next steps and priorities.

Typically sessions have between 15 and 20 people and are often most relevant for leaders and those with people or customer responsibility.

## What people have said about the session...

“

I thought it was a valuable course that raises awareness around the lived experience of the trans community and the challenges the community faces. I would highly recommend this talk.

”

*Louisa Coyle,  
NUI Galway*

“

Joanne's openness and clear explanations were exactly what was needed for the topic. I consider myself a trans ally and I still learnt a lot. Also just having a talk like this and seeing the number of people who attended has really opened up the conversation at our organisation.

”

*Claire Hazelton,  
Siemens Healthineers*

“

Don't hesitate - sign up! It is no surprise that colleagues have described Joanne's sessions as the best they've ever attended.

”

*Adam Watkins,  
NHS England-South Region*





P R O M O T I N G

# *Positive People Experiences*

SEE Change Happen is an Inclusion and Belonging consultancy, that specialises in working to ensure that organisations are culturally aware and sensitive to the needs of individuals.

We offer best-practice consultancy including developing workplace policies, inclusion and ally strategies, and support and mentoring; professional keynote speaking for conferences or events; and workshops and training for crucial learning and development.



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