

TALKING ABOUT PRONOUNS IN THE WORKPLACE

Gender Identity Pronouns & Inclusive Language



Your Presenters



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Before We Begin

We acknowledge the land which we occupy today as the traditional home of the Nisenan, Maidu, and Miwok tribal nations. These sovereign people have been the caretakers of this land since time immemorial. Despite centuries of genocide and occupation, the Nisenan, Maidu, and Miwok continue as vibrant and resilient tribes and bands, both Federally recognized and unrecognized. We take this opportunity to acknowledge the generations that have gone before as well as the present-day Nisenan, Maidu, and Miwok people.

-Native American Resource Center (ARC)

LOS RIOS
COMMUNITY | TRAINING
COLLEGE | AND
DISTRICT | DEVELOPMENT



Mothers of the Movement
Marsha P. Johnson & Sylvia Rivera
Photo Credit: Leonard Fink

Learning Outcomes

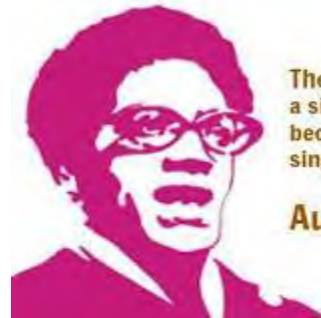
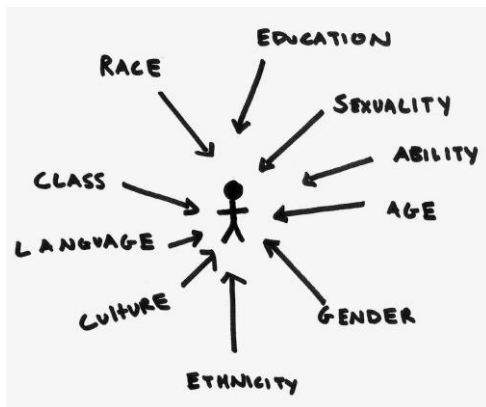


- Defining gender identity and gender-inclusive pronouns
- Recognizing, celebrating, and valuing gender diversity
- Learning ways to affirm individuals' identity through pronoun usage
- Practicing allyship



Intersectionality

- Theory created by Dr. Kimberlé Crenshaw (1989)



There is no such thing as a single-issue struggle because we do not live single-issue lives.

Audre Lorde

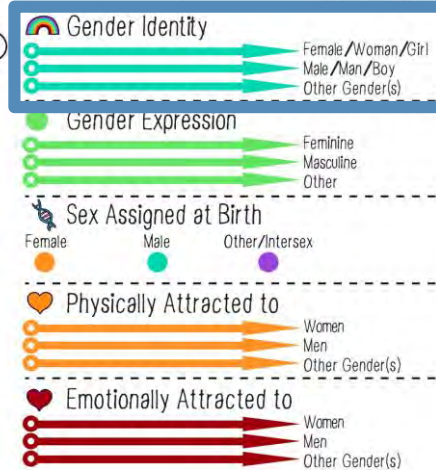
The Gender Unicorn

Graphic by:
TSER
Trans Student Educational Resources



To learn more, go to:
www.transstudent.org/gender

Design by Landyn Pan and Anna Moore



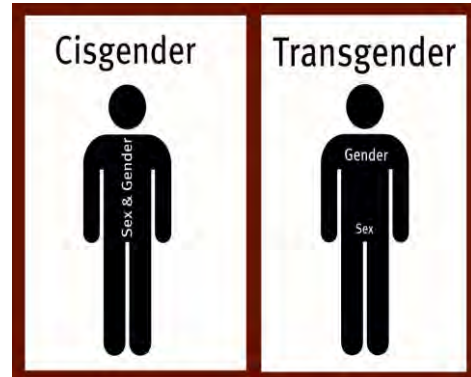
*We will only be covering this portion in this training

Gender Identity

Gender identity is the personal sense of one's own gender. Gender identity can correlate with a person's assigned sex at birth or can differ from it.

Cisgender (adj.)

- relating to a person whose gender identity is the same the gender they were assigned at birth



Cisgender Privilege

- It is guaranteed that all forms of media show representations of cisgender people and their stories.
- People don't make assumptions about what my body looks like or ask what my genitals look like or how I have sex.
- I don't have to hear "So have you had THE surgery?"
- People do not ask me what my "real name" (dead name) is and then assume they can call me that name.
- I do not have to think about my safety, being yelled at, or assaulted when using the restroom.
- I do not have to worry about the gendered repercussions of being arrested.
 - (trans women housed with men and rape)
- When I go to a gym I know there will be a place for me to change or use the shower.
- I can be certain that my medical or mental health provider will not ask me to educate them on my body or refuse to see me at all.
- ETC.

Transgender (adj.)

- relating to a person whose gender identity is different than the gender they were assigned at birth



Trans Woman



Trans Man



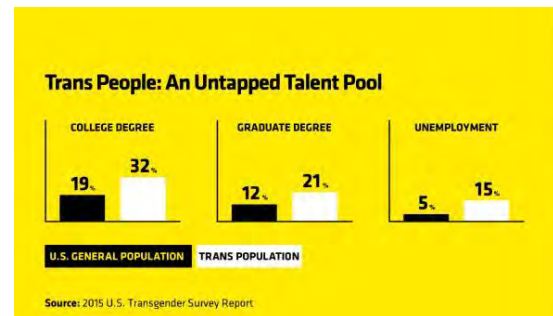
Trans Spectrum

- Non -binary, gender non-conforming, fluid, gender queer.
- 27% of young Californians (12-17) identify as gender non-conforming
 - Williams Institute Gender Non-Conforming Study



Trans Experiences In The Workplace

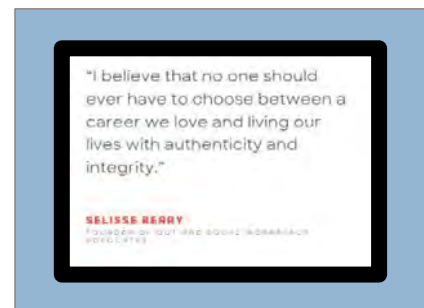
- Transgender folks have double the rate of unemployment as cisgender folks:
- Rates for Trans People of Color are about four times the national unemployment rate



Source: NATIONAL TRANSGENDER DISCRIMINATION SURVEY
https://transequality.org/sites/default/files/docs/resources/NTDS_Report.pdf

Trans Experiences In The Workplace

- 78% of respondents said they experienced some type of direct mistreatment or discrimination.
- 45% reported being referred to by the wrong pronoun, repeatedly and on purpose
- 71% hid their gender or gender transition at work



Source: NATIONAL TRANSGENDER DISCRIMINATION SURVEY
https://transequality.org/sites/default/files/docs/resources/NTDS_Report.pdf

Inclusive Employment Practices Are Good For Employees & Employers

- Greater disclosure in the workplace
- Less discrimination
- Improved health outcomes
- Increased job satisfaction
- Greater job commitment



Source: Williams Institute <http://williamsinstitute.law.ucla.edu/wp-content/uploads/Business-Impact-LGBT-Policies-Full-Report-May-2013.pdf>

Affirmed Names On District Systems

ARC PRIDE CENTER

HOW EMPLOYEES CAN CHANGE THEIR NAME IN E-SERVICES

Step: 1
LOG INTO YOUR E-SERVICES ACCOUNT AND SELECT "PROFILE"

Step: 2
SELECT THE PREFERRED BOX ARROW

Step: 3
UPDATE INFORMATION AND SELECT SAVE

Step: 4
YOUR SCREEN SHOULD NOW DISPLAY THE INFORMATION YOU INDICATED

Disclaimer: Your legal (primary) name will continue to be used on official documents such as academic records, transcripts, diplomas, paychecks, tax documents, and any legal document produced by the college as required by state or federal law.

FOR ASSISTANCE PLEASE CONTACT: ARCPRIDECENTER@LOSRIOS.EDU

ARC PRIDE CENTER

NEW EMPLOYEE I.D. PRINTING POLICY

YOU CAN NOW CHANGE YOUR EMPLOYEE I.D. CARD TO YOUR AFFIRMED/CHOSEN NAME

EMPLOYEES CAN PRINT I.D. CARDS AT CAMPUS POLICE STATION

"NO LEGAL DOCUMENTS REQUIRED"

FOR QUESTIONS OR SUPPORT PLEASE CONTACT ARCPRIDECENTER@LOSRIOS.EDU OR VISIT THE PRIDE CENTER IN THE HUB

Pronouns

- Why it's important?
 - One of the most basic ways to show your respect for their gender identity
 - Set a tone of respect and allyship that trans and gender nonconforming people do not take for granted
 - It is a privilege to not have to worry about which pronoun someone is going to use for you
- How can you show that you are supportive?
 - Pronouns on your email/ during your first meeting



Practicing Solidarity

- Consider doing the following
 - Add your pronouns to your signature line on your email
 - Add your pronouns to your business cards
 - Add your pronouns to your name badge
 - Start conversations with, Hi my name is XXXX and I use XXXX pronouns

Joshua Moon Johnson, Ed.D.
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 Pronouns: He/Him/His ([Learn more about pronouns here](#))



When greeting others

Avoid:

ladies gentlemen ma'am sir girls guys etc.

Consider using instead:

"Thanks, **friends**.
Have a great
night."

"Good morning,
folks!"

"Hi, **everyone!**"

"And for **you?**"

"Can I get
you **all**
something?"

Why?

Shifting to gender-inclusive language respects and acknowledges the gender identities of all people and removes assumption.

Be mindful of language

Based on Toni Latour's "Hello there" cards.

Learn more at qcommunity.ca

What If I Mess Up?

- First, all people make mistakes - that's a part of being human.
 - Recognize you may have hurt someone by misgendering or deadnaming them.
 - Apologize quickly, correct, and move on
 - **DON'T MAKE THIS ABOUT YOU!**

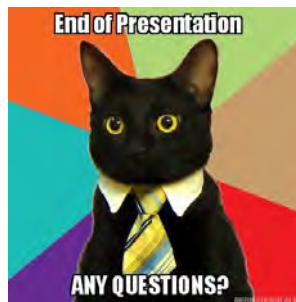
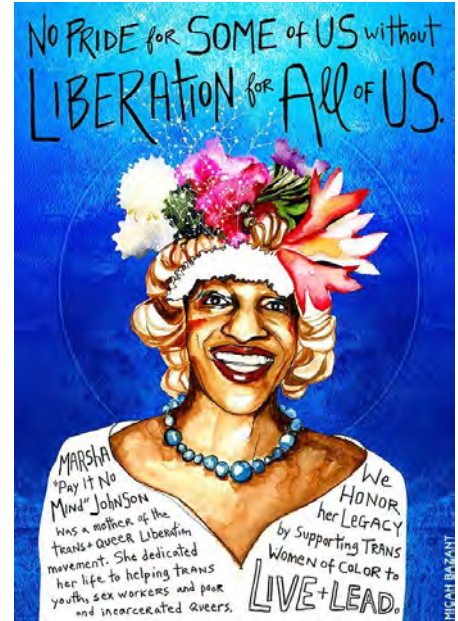
So you're talking about your trans male friend, and out of your mouth slips the dreaded "she".

This is how you ought to respond: "Crap. Sorry. He." And then continue.

This is how you definitely should not respond: "Oh my god! I'm so sorry! I promise I see you as a man, I really do! I'm trying so hard, it's just that I knew you so long as a girl, but I know you're a man. I'm so sorry. I didn't mean to, it was a complete accident. Please forgive me. I'm not transphobic or anything, it was a slip of the tongue..." and so on and so forth for fifteen minutes.

Final Takeaways

- Recognize we all have a lot to learn and unlearn
 - Being an ally is a lifelong journey
- Recognize the privileges you have
 - We all have different lenses and lived experiences
- Listen, affirm, and guide students to resources
- Actively challenge policies, practices, and programs that exclude LGBTQIA+ people



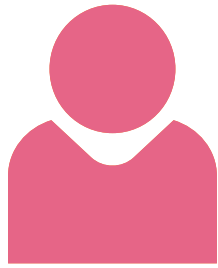
GENDER-SPECIFIC & GENDER-NEUTRAL PRONOUNS

GENDER-SPECIFIC PRONOUNS

are the ways we refer to each other in the third person. People who are transitioning in some way **might choose to change their pronouns.**



GENDER-NEUTRAL PRONOUNS



I saw Lauren come to work today and **they** seemed really happy. I wonder if it has anything to do with **their** weekend. I hope I see **them** soon to hear all about it!



I saw Lauren come to work today and **ze** seemed really happy. I wonder if it has anything to do with **hir** weekend. I hope I see **hir** soon to hear all about it!

ASK



You cannot tell someone's name or pronoun just by looking at them.

RESPECT



If someone takes the time to let you know their name and pronoun, use and respect it. It's not up to you to decide someone else's identity.

PRACTICE



If you have difficulty using someone's pronoun and name, practice. Ask co-workers, peers, and friends to point out when you've made a mistake.

Hi everyone, my name is Lauren. My pronouns are **she** and **her**.



Start meetings with everyone introducing themselves and stating their pronoun.

ASK!

If you find yourself unsure of someone's pronoun, be attentive to how others refer to this person. If you are still unclear or concerned that people might be using the incorrect pronoun, politely and **privately ask that person what pronoun they use.**

All name tags and name plates can also have a spot to show someone's pronouns.

HELLO
my name is

LAUREN

PRONOUNS: She & Her

Practicing Gender Pronouns

Using the pronoun chart below practice filling in the blanks

Subjective	Objective	Possessive	Reflexive
She	Her	Hers	Herself
He	Him	His	Himself
They	Them	Theirs	Themselves
Ze	Hir/Zir	Hirs/Zirs	Hirself/Zirself

Disclaimer: These are not the only pronouns that exist. Always ask someone of their pronouns.

1. _____ is speaking. I listened to _____ .
(Subjective) (Objective)

The backpack is _____ . _____ poured _____
(Possessive) (Subjective) (Reflexive)

a cup of coffee.
2. _____ is speaking. I listened to _____ .
(Subjective) (Objective)

The backpack is _____ . _____ poured _____
(Possessive) (Subjective) (Reflexive)

a cup of coffee.
3. _____ is speaking. I listened to _____ .
(Subjective) (Objective)

The backpack is _____ . _____ poured _____
(Possessive) (Subjective) (Reflexive)

a cup of coffee.
4. _____ is speaking. I listened to _____ .
(Subjective) (Objective)

The backpack is _____ . _____ poured _____
(Possessive) (Subjective) (Reflexive)

a cup of coffee.

Pronouns 101

Type	Name	Example
Feminine	She, her, her	She went to the store. I spoke to her . It was her apple.
Masculine	He, him, his	He went to the store. I spoke to him . It was his apple.
Gender Neutral	They, them, their	They went to the store. I spoke to them . It was their apple.
Gender Neutral	Ze, zir/zem, zirs/zes	Ze went to the store. I spoke to zir/zem . It was zirs/zes apple.
Gender Neutral	Ze, hir, hirs	Ze went to the store. I spoke to hir . It was hirs apple.

Please note that these are not the only pronouns. There are an infinite number of pronouns as new ones emerge in our language.



I'm seeing Jeremy this weekend. They're going to take me skateboarding. Then I'm going to go with them to the movies.

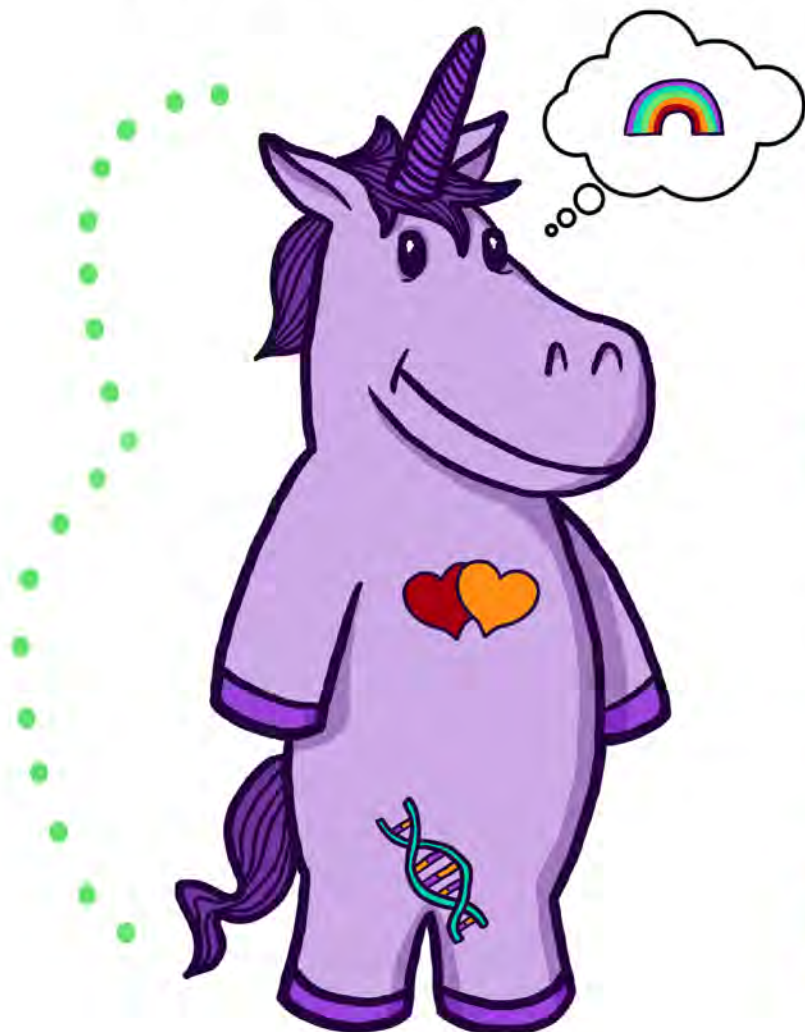
Brittany brought me to this awesome concert! Ze is so fun. I can't wait to hang out with zir again.



For more information, go to www.transstudent.org/graphics ▲

The Gender Unicorn

Graphic by:
TSER
Trans Student Educational Resources



Gender Identity

-  Female / Woman / Girl
-  Male / Man / Boy
-  Other Gender(s)

Gender Expression

-  Feminine
-  Masculine
-  Other

Sex Assigned at Birth

-  Female
-  Male
-  Other / Intersex

Physically Attracted to

-  Women
-  Men
-  Other Gender(s)

Emotionally Attracted to

-  Women
-  Men
-  Other Gender(s)

To learn more, go to:
www.transstudent.org/gender

Design by Landyn Pan and Anna Moore

When greeting others

Avoid:

ladies **gentlemen** **ma'am** **sir** **girls** **guys** etc.

Consider using instead:

“Thanks, **friends**.
Have a great
night.”

“Good morning,
folks!”

“Hi, **everyone!**”

“And for **you?**”

“Can I get
you **all**
something?”

Why?

Shifting to gender-inclusive language respects and acknowledges the gender identities of all people and removes assumption.

Be mindful of language

Non-Trans Privilege or Cisgender Privilege List

This list is based on Peggy McIntosh's White Privilege: Unpacking the Invisible Knapsack.

- 1) Strangers don't assume they can ask me what my genitals look like and how I have sex.
- 2) My validity as a man/woman/human is not based upon how much surgery I've had or how well I "pass" as a non-Trans person.
- 3) When initiating sex with someone, I do not have to worry that they won't be able to deal with my parts or that having sex with me will cause my partner to question his or her own sexual orientation.
- 4) I am not excluded from events which are either explicitly or de facto* men-born-men or women-born-women only. (*possibly anything involving nudity)
- 5) My politics are not questioned based on the choices I make with regard to my body.
- 6) I don't have to hear "So have you had THE surgery?" or "Oh, so you're REALLY a [incorrect sex or gender]?" each time I come out to someone.
- 7) I am not expected to constantly defend my medical decisions.
- 8) Strangers do not ask me what my "real name" [birth name] is and then assume that they have a right to call me by that name.
- 9) People do not disrespect me by using incorrect pronouns even after they've been corrected.
- 10) I do not have to worry that someone wants to be my friend or have sex with me in order to prove his or her "hipness" or "good" politics.
- 11) I do not have to worry about whether I will be able to find a safe and accessible bathroom or locker room to use.
- 12) When engaging in political action, I do not have to worry about the gendered repercussions of being arrested. (i.e. What will happen to me if the cops find out that my genitals do not match my gendered appearance? Will I end up in a cell with people of my own gender?)
- 13) I do not have to defend my right to be a part of "Queer" space or movement, and lesbian, gay, and bisexual people will not try to exclude me from our movements in order to gain political legitimacy for themselves.
- 14) My experience of gender (or gendered spaces) is not viewed as "baggage" by others of the gender in which I live.
- 15) I do not have to choose between either invisibility ("passing") or being consistently "othered" and/or tokenized based on my gender.
- 16) I am not told that my sexual orientation and gender identity are mutually exclusive.
- 17) When I go to the gym or a public pool, I can use the showers.
- 18) If I end up in the emergency room, I do not have to worry that my gender will keep me from receiving appropriate treatment nor will all of my medical issues be seen as a product of my gender. ("Your nose is running and your throat hurts? Must be due to the hormones!")
- 19) My health insurance provider (or public health system) does not specifically exclude me from receiving benefits or treatments available to others because of my gender.
- 20) When I express my internal identities in my daily life, I am not considered "mentally ill" by the medical establishment.
- 21) I am not required to undergo extensive psychological evaluation in order to receive basic medical care.
- 22) The medical establishment does not serve as a "gatekeeper" which disallows self-determination of what happens to my body.
- 23) People do not use me as a scapegoat for their own unresolved gender issues.

Heterosexual privilege checklist

This list is based on Peggy McIntosh's article on white privilege. These dynamics are but a few examples of the privilege which heterosexual people have. Lesbian, gay, bisexual, and queer-identified folk have a range of different experiences, but cannot count on most of these conditions in their lives.

On a daily basis as a heterosexual person...

1. I can be pretty sure that my roommates, hall-mates and classmates will be comfortable with my sexual orientation.
2. If I pick up a magazine, watch TV, or play music, I can be certain my sexual orientation will be represented.
3. When I talk about my heterosexuality (such as in a joke or talking about my relationships), I will not be accused of pushing my sexual orientation onto others.
4. I do not have to fear that if my family or friends find out about my sexual orientation there will be economic, emotional, physical or psychological consequences.
5. I did not grow up with games that attack my sexual orientation (i.e., fag tag or smear the queer).
6. I am not accused of being abused, warped or psychologically confused because of my sexual orientation.
7. I can go home from most meetings, classes, and conversations without feeling excluded, fearful, attacked, isolated, outnumbered, unheard, held at a distance, stereotyped or feared because of my sexual orientation.
8. I am never asked to speak for everyone who is heterosexual.
9. I can be sure that my classes will require curricular materials that testify to the existence of people with my sexual orientation.
10. People don't ask why I made my choice of sexual orientation.
11. People don't ask why I made my choice to be public about my sexual orientation.
12. I do not have to fear revealing my sexual orientation to friends or family. It's assumed.
13. My sexual orientation was never associated with a closet.
14. People of my gender do not try to convince me to change my sexual orientation.
15. I don't have to defend my heterosexuality.
16. I can easily find a religious community that will not exclude me for being heterosexual.
17. I can count on finding a therapist or doctor willing and able to talk about my sexuality.
18. I am guaranteed to find sex education literature for couples with my sexual orientation.
19. Because of my sexual orientation, I do not need to worry that people will harass me.
20. I have no need to qualify my straight identity.
21. My masculinity/femininity is not challenged because of my sexual orientation.
22. I am not identified by my sexual orientation.
23. I can be sure that if I need legal or medical help my sexual orientation will not work against me.

24. If my day, week, or year is going badly, I need not ask of each negative episode or situation whether it has sexual orientation overtones.
25. Whether I rent or I go to a movie theater, I can be sure I will not have trouble finding my sexual orientation represented.
26. I am guaranteed to find people of my sexual orientation represented in curriculum, faculty, and administration.
27. I can walk in public with my significant other and not have people double-take or stare.
28. I can choose to not think politically about my sexual orientation.
29. I do not have to worry about telling my roommate about my sexuality. It is assumed I am a heterosexual.
30. I can remain oblivious of the language and culture of LGBT folk without feeling in my culture any penalty for such oblivion.
31. I can go for months without being called straight.
32. I'm not grouped because of my sexual orientation.
33. My individual behavior does not reflect on people who identify as heterosexual.
34. In everyday conversation, the language my friends and I use generally assumes my sexual orientation. For example, sex inappropriately is referring to only heterosexual sex or family meaning heterosexual relationships with kids.
35. People do not assume I am experienced in sex or that I even have it merely because of my sexual orientation.
36. I can kiss a person of the opposite gender without being watched and stared at.
37. Nobody calls me straight with maliciousness.
38. People can use terms that describe my sexual orientation and mean positive things (i.e., "straight as an arrow", "standing up straight" or "straightened out") instead of demeaning terms (i.e., "that's gay" or being "queer").
39. I am not asked to think about why I am straight.
40. I can be open about my sexual orientation without worrying about my job.

SEX? SEXUAL ORIENTATION? GENDER IDENTITY? GENDER EXPRESSION?

KNOW THE DIFFERENCE

TOLERANCE.ORG



SEXUAL ORIENTATION is our physical, emotional or romantic attraction to others.



GENDER IDENTITY is a deeply held sense of being male, female or another gender. Gender identity is not related to sexual orientation.



SEX is biological: internal and external reproductive organs and sex chromosomes.



GENDER EXPRESSION is the way individuals show their gender to the world. Gender expression is not related to sexual orientation.

SEX, SEXUAL ORIENTATION, GENDER IDENTITY AND GENDER EXPRESSION are distinct concepts, but they combine uniquely in each person to make us who we are. Understanding these terms—and how they do and do not intersect—can help us better appreciate and respect the diverse spectrum of our identities.

ILLUSTRATION BY MARK MCGINNIS



TEACHING
TOLERANCE