

PRONOUNS:

HOW AND WHY WE USE THEM

Using gender-inclusive language is an easy way to show allyship within the LGBTQIA+ community, creating equality in the way we frame our workplaces, homes and communities. These simple tips and examples are a great way to bring inclusion into your day-to-day!

EXAMPLE	IN-PRACTICE	
REFLECT ON THE LANGUAGE YOU USE	Sometimes we don't even realise all the gendered language we use, but there are plenty of examples! Why are we so used to saying 'mankind' instead of 'humankind', or 'manpower' instead of 'workforce'?	Try replacing phrases such as policeman with police officer and fireman with firefighter , too!
HOW CAN YOU CHANGE IT?	Some Trans and Gender Diverse people use they/them pronouns to assist in affirming their gender. Instead of automatically reverting to he or she, try to use they/them for someone until you know their pronouns or have the opportunity to ask.	For example; • " They like black jeans." • "What's their favourite colour?"
THE WAYS THAT WE GREET PEOPLE	Ever find yourself saying "Hey Guys" to every group of people you encounter? You might not have thought about it before but 'Guys' is still gendered language.	Try using gender-inclusive alternatives such as; • "Hey folks , how are you today?" • "Thanks friends , have a great night." • "Hey team , how are you going?"
RELATIONSHIPS	Instead of making assumptions around families or married couples, try using partner or spouse instead of husband/ wife, boyfriend/ girlfriend, or using parent instead of mother and father.	Try using partner and parent .
NORMALISE USING PRONOUNS	Respect a person's identity by calling them by the name and pronouns that they use. A person's gender identity may change over time - respect changes in pronouns, too. Displaying your pronouns lets others know you'll respect theirs. It's also important to remember to refer to pronouns as "personal pronouns" opposed to "preferred pronouns". Saying "preferred" makes it seem like using someone's pronouns is optional when in reality using a person's pronouns is the most basic need they have to feel safe and respected.	Try adding your pronouns to your email signature or Instagram handle!
THINK BEYOND THE BINARY	Gender diversity isn't 'new', it's existed in cultures around the world throughout history! The way the English language works, it's easy to assume there are only two genders. These dated binaries limit the way we think and live, and the way we view gender identity and self expression. And who has time for that?	Google examples of gender diversity across the world including "Brotherboys" and "Sistergirls" (Australia) and "Two-Spirit" (Navajo/ reclaimed by Native Americans).
WHAT IF I MAKE A MISTAKE?	It's okay! Anyone can slip up from time to time - the best thing to do is to say something right away. If you realise your mistake after the fact, apologise in private and move on. Making it a bigger deal in the moment is not necessarily helpful and could make someone uncomfortable. When somebody corrects you, it's important to be receptive to their corrections.	Here are some ways to approach it; • "Sorry, I meant (insert pronoun), I'll make sure that I get it right next time!" • "Thank you for reminding me, I'll remember to use your pronouns correctly next time"
WHAT MORE CAN YOU DO?	Beyond using inclusive language in your day to day, you can apply these tips into everyday spaces, policies, at work and events. Listen, learn and continue to support the Trans and Gender Diverse community.	Here are some ideas; • Stick your pronouns in your Zoom/Webex name! • Wear a pronoun badge! • Share this info with all of your workmates!