



Top 10 Tips for Being an Ally at Work

1. Always assume you're in the presence of an LGBT person or at least in the presence of someone who loves an LGBT person.
2. Use LGBT-inclusive language (e.g., "partner" or "significant other") in both day-to-day conversations and official corporate communications.
3. Listen for and avoid comments or questions that presume heterosexuality.
4. Ask your LGBT coworker about his partner or his life outside of work (like you might with a non-LGBT coworker).
5. Openly acknowledge friendships with LGBT individuals when appropriate and relevant.
6. Attend LGBT ERG events at your company and invite others to attend as well.
7. Actively create a "safe" space by putting up symbols (e.g., rainbow or HRC stickers) that publicly display your commitment to inclusion.
8. Attend LGBT diversity presentations or programs at work or in your community.
9. Be knowledgeable enough about LGBT culture to explain lesbian, gay, bisexual, and transgender issues.
10. Speak up when you hear a derogatory comment or joke, or you hear erroneous information or stereotypes about people who are lesbian, gay, bisexual, or transgender.

When you speak up, it's both what you say and how you say it:*

- Use the right words ("that's not ok with me", "that's not funny/helpful", using "orientation" instead of "lifestyle" or "preference", saying transgender woman/ man instead of 'tranny').
- Speak with composure and confidence.
- Be clear, welcoming, and encouraging - but don't back down.
- Provide correct information when you hear myths and misperceptions about LGBT people.
- Remember you are not trying to change people's values, but to add knowledge & insight (hopefully influencing behavior!)



*Partially adapted from *Anyone Can Be an Ally*, by Brian McNaught (2011)