

How to Make Your Space TGNCNB* Safe

*Transgender/ Gender Non-Conforming/Non-Binary

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TGNCNB* 101:

The T in LGBT(QIA+) stands for Transgender and is inclusive of **Transgender**, **Gender Non-Conforming**, and **Non-Binary** identities.

Transgender (trans) means you identify with a gender outside of the gender you were assigned at birth.

Cisgender (cis) means you identify with the gender you were assigned at birth.

Gender Non-Conforming (GNC) can refer to folks who do not perform gender within the gender binary. **Non-binary** (NB) is an umbrella term for folks who do not identify within the gender binary (woman and man) and can include **Genderqueer** and **Agender** identities, among others. The asterisk * is to include non-cisgender identities outside the TGNCNB title.

Some GNC and NB folks identify as trans and some do not.

Transgender is a descriptor of gender identity and has nothing to do with someone's sexual orientation.

Gender identity is how you identify and feel on the inside.

Gender expression is how you express your gender on the outside.

Gender identity and gender expression are not necessarily correlated.

What does an inclusive space for TGNCNB* folks look like?

These practices should be used in every space, regardless of who is in the room, because:

- 1) *You can never tell who in the room may be TGNCNB**
- 2) *Everyone, including cis folks, can benefit from challenging rigid gender expectations*

Cis allyship is crucial in ensuring a safe and inclusive space because it can be difficult for TGNC folks to advocate for themselves within a cis-dominated space.

PRONOUNS IN INTRODUCTIONS

- Every introduction should include everyone saying their pronouns.
- If introductions are started without pronouns, please step in and request they be included.
- Examples of pronouns: she/her/hers, he/him/his, they/them/theirs, xe/xir/xirs, a name

RESPECT AND USE EVERYONE'S PRONOUNS

- Pronouns are not merely words. They are a part of someone's identity and experience and are important in fighting erasure of TGNCNB* existence.
- You can ask someone's pronouns by offering your own and asking, "What are your pronouns?"

What if I misgender someone?

A generally agreed upon protocol after misgendering someone is:

Apologize once, repeat your statement with the correct pronoun, and then move on with the conversation. This lets the misgendered person know that they don't have to correct the error and allows everyone to move past the moment quickly.

USE GENDER NEUTRAL PRONOUNS / TITLES AS DEFAULT

- Never assume someone's gender and pronouns by how they look
- Until pronouns are confirmed, use the "they" pronoun and gender-neutral terms

HAVE GENDER NEUTRAL BATHROOMS AVAILABLE

- Removing gender from all bathrooms is most favored.
- Examples of genderless signs: "Toilets/Urinals" and "Toilets/No Urinals"
- If male and female labeled bathrooms are still in place, ensure there is also a gender neutral bathroom available (family/accessibility bathrooms are often used as an option) with signs in each bathroom reading, "Please use the restroom that best aligns with your gender identity."

USE GENDER NEUTRAL TERMINOLOGY IN THE ROOM

- Instead of "women's voices" and "men's voices" use "upper voices" and "lower voices"
- Instead of "ladies and gentlemen" use "revered guests" or "everyone"

DOs and DON'Ts

DO:

- Remember that every transgender and/or gender non-conforming experience is unique and may differ between individuals
- Make space for TGNCNB* identities to intersect with and be informed by other identities (race, class, ability, age, etc.) and acknowledge privileges within the TGNCNB* community
- Stand up against transphobia and gender-based harassment
- Correct others on behalf of those being misgendered
- Elevate TGNCNB* voices in the work room
- Hire TGNCNB* folks in a non-tokenizing way and ensure the space is safe for them
- Check in about using old headshots and media footage in case a TGNCNB* person no longer presents that way
- Research prior to entering the space so as to avoid relying on TGNCNB* folks to educate without compensation
- Use TGNCNB* consultants for TGNCNB* content and compensate accordingly
- Avoid, if possible, organizing events that require showing IDs

DON'T:

- Single someone out for their TGNCNB* identity
- Mock anyone's pronouns
- Apologize profusely and make a scene for misgendering someone
- Out someone's TGNCNB* identity without their express permission
- Use a birth name for someone who has changed their name (often called "deadnaming")
- Ask invasive questions about people's bodies, physical transitions, sex lives, families' "acceptance" of their identity (especially with the implication that a person's culture is unaccepting)
- Assume people's sexual orientation
- Make remarks on a person's physical transition
 - Examples: "I couldn't even tell!" or "They did a good job!"
 - Being cis-assumed is not necessarily what TGNCNB* folks are aiming for and these statements are inherently transphobic
- Tolerate transphobic content in the room and in the work
 - Example: "man in dress" tropes used as humor

ADDITIONAL RESOURCES:

Callen-Lorde:

<https://callen-lorde.org/transhealth/>

Planned Parenthood:

<https://www.plannedparenthood.org/learn/sexual-orientation-gender/trans-and-gender-nonconforming-identities/transgender-identity-terms-and-labels>

Human Rights Campaign:

FAQ:

<https://www.hrc.org/resources/transgender-faq>

Understanding Transgender Community:

<https://www.hrc.org/resources/understanding-the-transgender-community>

Trans Toolkit for Employers:

<https://www.hrc.org/campaigns/trans-toolkit>

Organizations to follow:

New York Transgender Advocacy Group @nytransadvocacy

Transgender Law Center @translawcenter

LAMBDA Legal @lambdalegal

Gender & Family Project @genderandfamilyproject

Marsha P. Johnson Institute @mpjinstitute

them @them

TRANSGENDER FLAG



NON-BINARY FLAG

