

## **TRANSITIONING IN THE WORKPLACE**

As transgender people come in from the social margins, they are increasingly coming out of the shadows at work. Employers are facing the challenge of guiding the transition not only of their transgender employees but also of co-workers and clients who must adapt. The University of Pennsylvania begins by including "gender identity" in its non-discrimination policy.

Penn strives to ensure that everyone has the opportunity to achieve and succeed in a welcoming and inclusive workplace environment. This program helps this objective by showing how to create flexible workplace transition guidelines that can be tailored to the specific needs of a transitioning employee. The program is also specific enough to provide a consistent framework that eliminates confusion and potential mismanagement.

### **Agenda**

- Penn's Nondiscrimination policy and its relation to sex, sexual orientation, sexual identity, and gender.
- Legal and other definitions of Gender Identity
- Information disclosure and the transition planning process.
- Resources for Faculty, Staff, and Students.

### **Objectives**

- Understand Gender Identity and expression.
- Understand the Philadelphia Fair Practices Ordinance as the legal foundation that established unlawful discrimination based on gender identity.
- Understand the steps for the individual transitioning into a new gender role.
- Understand the planning process of the individual transitioning into the work place.
- Understand the processes to help co-workers understand transgender issues or the transitioning co-worker.
- Understand the role and responsibilities of the Office of Affirmative Action and Equal Opportunities Programs, HR: Staff & Labor Relations, as well as other university resource offices to assist in providing a nondiscriminatory gender transition process.

This 60-minute training program is designed to provide participants an opportunity to become familiar with Penn's policies and practices on gender identity and provide guidance and support for those individuals who are or will transition in the workplace.