



## ***Tips for Your Queer Career***

LGBTQA students have much to offer to potential employers, as well as having unique factors to consider when career planning. These include identifying a career field, navigating the job search, and finding a fit in a positive environment. Below are some points to consider while conducting a career search.

### **Know Yourself**

- To what degree do you want to be out about your sexual orientation or gender identity?
- If identifying as trans, how prepared are you to handle issues regarding legal names and identification, background checks, job references, or transitioning on the job?
  - Note that while your resume may contain your preferred name, nickname or abbreviations, your formal job application usually requires you to provide your legal name as the application serves as a legal document.

### **Know Your Potential Employer and Audience**

- Do they have an inclusive affirmation/non-discrimination policies? Are there LGBTQ or allied groups in the organization? What sort of health plans and benefits are available to employees and their families?
  - The [HRC Corporate Equality Index](#) offers some insight into the practices and policies of many companies. You can also see some of the organizations with employee resource groups in [Out & Equal's ERG community](#).
- What is the social climate like where the employer is located?

### **Skills vs. Accomplishments (Regarding LGBTQ organizations and involvement)**

- First Option - When sexual orientation/gender identity is a non-issue:
  - Include your involvement with "Pride" and "LGBTQA" titles and demonstrate skills developed with regard to inclusion & diversity.
    - Skills and strengths developed will be a workplace asset.
- Second Option - When unclear if sexual orientation/gender identity is an issue:
  - Focus resume/C.V. on accomplishments and skills developed by your participation rather than highlighting the organization itself.
  - Highlight skills developed and note which organizations or experiences have helped. Try organizing with the STAR method (**S**ituation, **T**ask, **A**ction, **R**esult).
  - Provide more generic descriptions of organizations (i.e. diversity, outreach, anti-discrimination organizations) and the skills attained.
    - Especially if you wish to avoid "coming out."
- Third Option - Omitting references to any LGBTQ organizations and involvement.
  - Will want to consider the relevance of your experiences to the position for which you are applying, and whether you are prepared to discuss them during an interview. Omitting experiences can be a detriment to telling your full story.



There are many ways to handle LGBTQA activities and involvement on a resume/C.V. Your approach will be impacted by both the audience of your resume/C.V. and by your comfort level to discuss your experiences and participation in LGBTQA organizations and activities.

### **Examples of Questions You Can Ask During Recruiting Process**

1. What is the work/life balance like at your company?
2. Do you have a non-gendered dress code policy?
3. Are all employees asked to do inclusion and diversity or bias training?
4. Does your company have all-gender restrooms?
5. How does your company work to support all of its employees, especially those who come from disadvantaged backgrounds? Do those efforts extend beyond the employees at your company and into the community?
6. Does your company use gender-inclusive language in policies and corporate communications?
7. How does your company handle bias incidents against LGBTQA employees?

### **Examples of Questions You Can Usually Answer Ahead of Time**

1. Do you offer the same benefits for same sex couples as opposite sex couples?
2. Do you offer transgender health benefits including transition coverage?
3. Does your company include sexual orientation, gender identity, and gender expression in its non-discrimination statement?
4. Have you received any external awards and recognition based on your LGBTQA inclusion?
5. Does your company collect and disclose your racial, gender, and sexual orientation breakdown publically?