



OTTAWA SENIOR
PRIDE NETWORK
RÉSEAU FIERTÉ DES
AÎNÉ(E)S D'OTTAWA

LGBTQ*-Friendly Good Practices Checklist

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*We use the better-known name in the title for ease of recognition rather than the more current 2SLGBTQI designation in the checklist (Two-Spirited, Lesbian, Gay, Bisexual, Transgender, Queer or Questioning, Intersex)

Best Practice	In Progress	In the Future	Notes
We offer programs that explicitly recognize and support 2SLGBTQI clients.			
Our intake forms use inclusive and gender-neutral language such as partner.			
We have gender-neutral washrooms.			
Our key communication materials (eg Website, signage, brochures) are written in gender-neutral language and include images representing 2SLGBTQI diversity.			
We have developed safe and confidential mechanisms to elicit feedback from clients, members, volunteers and staff.			
Managers have sufficient knowledge and skills to support staff in working with members of the 2SLGBTQI community.			

<p>Our job postings and job descriptions and HR forms use gender-neutral language.</p>			
<p>Our hiring and promotion practices consider potential candidates' diversity experience and expertise (eg interview questions include scenarios related to 2SLGBTQI realities)</p>			
<p>Core training for employees and volunteers includes diversity and 2SLGBTQI awareness and skills.</p>			
<p>Our mission statement, vision or values include wording about providing a safe, accessible and inclusive environment for all clients, members, volunteers and staff and explicitly names the 2SLGBTQI community.</p>			
<p>We have non-discrimination and harassment policies, procedures and practices that explicitly include sexual orientation, gender identity and gender expression.</p>			
<p>We regularly evaluate diversity policies and practices.</p>			
<p>We have a diversity committee that ensures workshops and information sessions are provided regularly throughout the year.</p>			
<p>Diversity is a standing agenda item for all committees.</p>			

<p>Our environment is inclusive, welcoming and affirming of the diverse employee, volunteer and client population.</p>			
<p>We have openly "out" LGBTQ staff and volunteers at all levels of the organization.</p>			
<p>Clients, volunteers and staff gender identities and expressions are acknowledged, affirmed and respected.</p>			
<p>Displays of affection between same-sex persons are greeted positively in our environment.</p>			
<p>During 2SLGBTQI Pride celebrations, we organize 2SLGBTQI -themed events.</p>			
<p>We regularly partner with 2SLGBTQI community organizations to offer programs, services and guidance.</p>			
<p>Other:</p>			