

EQUITY CHECKLIST

KEEP THE MOMENTUM

GENERATE A MORE INCLUSIVE WORKPLACE FOR WOMEN, TRANS, AND NONBINARY TECH PROFESSIONALS BY CHECKING YOUR WAY THROUGH THIS LIST OF TASKS ACCOMPANIED BY RECOMMENDED [RESOURCES AND ARTICLES](#).



LEADERSHIP COMMITMENT

- Reiterate the commitment to inclusion for women, trans, and nonbinary professionals in company-wide communications through the next team-wide email
- Share personal reflections on inclusion training and its importance with executive leadership
- Encourage open dialogues about inclusion towards women, trans, and nonbinary leaders during your next team meeting



REVIEW AND ASSESSMENT

- Assess current diversity metrics and representation at all levels
- Identify areas of improvement and potential challenges
- Analyze workplace policies and practices for potential biases



FEEDBACK GATHERING

- Conduct anonymous employee experience surveys
- Create a safe space for individuals to share experiences and suggestions



ACTION PLANNING

- Set up focus groups to delve deeper into specific concerns
- Establish a dedicated Equity & Inclusion for women, trans, and nonbinary professional task force or committee
- Develop an action plan with specific goals, timelines, and responsible parties
- Ensure alignment between equity & inclusion efforts and broader company strategies

DRIVE CHANGE IN YOUR COMPANY



EDUCATIONAL INITIATIVES

- Provide ongoing training on unconscious bias and microaggressions
- Offer resources for continuous learning, such as articles, webinars, and podcasts
- Read + Share Harvard Business Review's [Creating a Trans-Inclusive Workplace](#)



MENTORSHIP + SPONSORSHIP

- Implement mentorship programs for underrepresented employees
- Encourage leaders to actively sponsor team members who identify with marginalized groups



TRANSPARENT COMMUNICATION

- Regularly communicate updates on equity + inclusion initiatives and progress to your supervisor or accountability partner
- Share success stories highlighting the positive impact of inclusion efforts (with the support of your review and assessment practices above)



RECRUITMENT + HIRING

- Review job descriptions for gender-neutral language and inclusive criteria
- Partner with Florida-based organizations focused on diversity in tech for recruitment like [TransSOCIAL](#)
- Implement blind resume screening and standardized interview questions.
- Read + Share AnitaB.org's [The Current State Of Black Women And Nonbinary Technologists](#)



INCLUSIVE POLICIES

- Audit company policies for potential bias and gender inclusivity
- Implement policies supporting work-life balance and flexible work arrangements
- Read + Share Forbes' [9 Policies That Can Increase Representation Of Black, Latina, And Native Women In Tech](#)



RESOURCE ALLOCATION

- Allocate budget for Diversity, Equity, Inclusion, Belonging initiatives, training, and events
- Support employee resource groups (ERGs) for women, trans, and nonbinary professionals



REPRESENTATION IN LEADERSHIP

- Set targets for increasing representation in leadership positions
- Develop leadership development programs for diverse talent
- Read + Share TechCrunch's [How Generation Z Females Could Be The Answer To Tech's Gender Diversity Problem](#)



PARTNERSHIPS + COLLABORATIONS

- Participate in industry events focused on diversity and inclusion
- Collaborate with external organizations and experts in Diversity, Equity, Inclusion, and Belonging, like [MMG Earth](#), [SEAM Solutions Group](#), [TransSOCIAL](#), [FutureMap](#), or [Equality Florida](#)
- Read + Share McKinsey & Company's [Diversity Wins: How Inclusion Matters](#)

REMEMBER THAT THIS GUIDE AND ACCOMPANYING RESOURCES ARE DESIGNED TO SUPPORT YOUR EFFORTS IN CREATING AN INCLUSIVE WORKPLACE, AND **ADAPTING THEM TO YOUR COMPANY'S SPECIFIC NEEDS AND CULTURE** WILL YIELD THE BEST RESULTS.

IF YOU NEED SUPPORT IMPLEMENTING THESE STRATEGIES OR CONNECTING WITH LIKEMINDED LEADERS REACH OUT TO:



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