



## LGBTQI DIPLOMA

**LGBTQI competence is important in creating an open and welcoming working environment where both employees and customers receive equal treatment.**

With West Pride's LGBTQI diploma in five steps, we offer companies and organizations increased skills in LGBTQI issues and norm awareness.

The purpose of the diploma process is to:

- increase LGBTQI knowledge in the organization
- provide norm-conscious tools for review of internal policy documents

The objective for the diploma process:

- Management establishes an action plan to assure the quality of the operations from an LGBTQI perspective and to continuously follow up the efforts.

Trainers:

- Petra Johansson has worked for several years to strengthen the knowledge level of LGBTQI issues in business and has been instrumental in developing and establishing Pride at Volvo Cars as part of the management team. Petra is also a board member at West Pride and holds some of the courses.
- Jenny Gustafsson is in charge of LGBTQI-training at West Pride and has many years of experience in training staff at companies, municipal activities and schools. Jenny has a background as a teacher with a special focus on LGBTQI and intersectionality.

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Diploma reference group:

- Tasso Stafilidis: cultural and social sustainability strategist, actor, writer and former member of parliament. Tasso is an expert on diversity issues with a focus on LGBTQI and social sustainability. He has lectured and trained over the last 20 years in areas such as diversity, LGBTQI, anti-racism, social sustainability and sustainable development in artistic creation and cultural activities.
- Emma Gunterberg Sachs: General Manager for West Pride since 2017. Lobbies LGBTQI issues by, among other things, debate articles and surveys. Representative in the Västra Götaland region's consultation for LGBTQ.



## **LGBTQI DIPLOMA step 1**

### **Basic LGBTQI training**

The first part of the diploma process consists of a workshop focusing on norms, LGBTQI terminology, legislation and international LGBTQI knowledge. During the workshop, lectures will be interspersed with group exercises and discussion in the following areas:

- LGBTQI terminology
- Sexual orientation and gender identity
- Heteronormativity and cisnormativity
- The living conditions of LGBTQI people in Sweden and globally
- Legislation
- Openness and diversity

The workshop provides the employees with a wide and common knowledge base for upcoming parts of the diplomacy process.

Time: 3 hours.

Number of participants: Up to 70 participants.

Venue: The organization's premises

A home assignment is handed out for step three of the diploma.



## LGBTQI DIPLOMA step 2

### Workplace Norms – Tutorial and Workshop

How do prejudices arise? What is a phobia? And how can we counteract these in the workplace? Studies show that more than 30% of all LGBTQI people in Sweden do not feel safe being open in the workplace, many also feel discriminated against.

Employers must work both preventively and counterproductively in the field of discrimination. As part of this work, West Pride offers tutorials for employers and employees in how prejudices and phobias arise. We provide knowledge about how thought patterns are created, and norms are maintained, as well as how to counteract prejudice and instead create an inclusive work environment.

To get a deeper understanding of the situation for LGBTQI people we recommend the participants to begin step 2 by watching a movie from the attached document "Workplace Norms – Film Recommendations for Self-Study", and thereafter continue with the tutorial.

The tutorial is divided into eight sections with a homework to be done between the sections. After the tutorial is completed, one of West Pride's trainers visits you and holds a workshop on the different steps and thoughts that may have arisen.

- Step 1: What is a phobia?
- Step 2: Motivation, goals and values
- Step 3: The origin of the phobia
- Step 4: The Power of Thought
- Step 5: Quarreling with your thoughts
- Step 6: How to practice your thoughts
- Step 7: Meet your feelings
- Step 8: Life as a non-homophobic

After completing the self-study, West Pride holds a workshop on the different steps and issues that have arisen along the way. The purpose of the workshop is to create conditions for increased norm awareness and inclusion in the workplace.



## **LGBTQI DIPLOMA step 3**

### **Diversity, intersectionality and inclusion**

The third part of the diploma process is an in-depth training day based on the organization's level of knowledge and policy documents and previous training opportunities.

During the training we talk about perspectives and methods that provide a good basis for a healthy working environment, that can be used in the company's diversity efforts.

The workshop will include lectures and group exercises in the following areas:

- Intersectionality and norm awareness
- Inclusive and equal treatment
- In-depth knowledge about the grounds for discrimination
- Review of the organization's internal policy documents regarding inclusion, diversity and anti-discrimination

Time: 4–6 hours.

Number of participants: Up to 70 people.

Venue: Carried out in appropriate premises of the organization.

A home assignment is handed out for step three of the diploma.



## **LGBTQI DIPLOMA step 4**

### **Development of an action plan in equal treatment**

Step four of the diploma process is to develop an action plan, based on questions raised and lessons learned during the previous training sessions.

With consultation from West Pride's trainers, management will compile an action plan in equal and norm-conscious treatment.

Time: 2 hours

Number of participants: Maximum 10 people from management or HR.

Venue: Conducted in appropriate premises of the organization.



## **LGBTQI DIPLOMA step 5**

### **Presentation and implementation of action plan in equal treatment**

During the fifth stage of the diploma process, management or HR presents the final plan of action. The plan for implementation is presented to all participants who have completed all previous steps of the LGBTQI training.

Time: 2 hours

Number of participants: All participants who have completed all previous steps of the LGBTQI training.

Venue: Conducted in appropriate premises of the organization.

After 6-12 months, West Pride will, by agreement, follow up on the work with the action plan.



## Criteria for LGBTQI DIPLOMA

- At least 90% of the employees in the organization or unit that partakes will participate throughout the training
- The manager appoints a person in charge for the process, who is also a contact person for West Pride
- The person in charge will ensure the company's participation in all areas of education
- The person in charge will communicate both internally and externally that the employees are receiving LGBTQI training through West Pride's diploma process
- The person in charge will, together with the manager, appoint a task group to develop an action plan for equal treatment
- The person in charge will ensure that newly hired employees will get an opportunity to receive training from West Pride, or an internal training based on the plan of action for equal treatment
- West Pride's LGBTQI diploma is valid for three years for the company or unit that has undergone all five steps in the diploma process
- After completed training, the organization will be awarded a diploma if the criteria above are met
- The manager in charge will ensure the quality of work on the action plan and thereby the LGBTQI diploma



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## Price

The price for West Pride's LGBTQI diploma is SEK 4,000 per person for group of minimum 25 people. For organization with fewer employees a separate offer can be submitted. For West Pride partners, discounts are given depending on partner level.

Any costs for the educators' accommodation and travel will be added.

## Contact

For more information contact: [emma@westpride.se](mailto:emma@westpride.se)