

## LGBTQIA+ E-Book and Inclusion Policy



### **LGBTQIA+ Inclusivity: A Guide for Celebrants**

#### **Introduction**

As celebrants, we have the privilege of supporting people during some of the most important moments of their lives. Being inclusive is essential to creating a space where everyone, regardless of their gender identity or sexual orientation, feels welcome, respected, and understood. This e-book will guide you in creating a celebrancy business that is truly LGBTQIA+ inclusive, helping you to build meaningful, supportive connections with your clients while standing for equality and inclusion.

#### **Joining Organisations and Volunteering in Communities**

One powerful way to show your commitment to LGBTQIA+ inclusivity is by joining organisations that advocate for equal rights and volunteering in community-led initiatives. Being an active ally means showing support not only through words but also through actions. In Australia, joining initiatives like *The Equality Project* or becoming involved in Pride events can help you engage with LGBTQIA+

communities, deepen your understanding, and provide valuable networking opportunities. Volunteering also allows you to give back to the community while learning directly from the experiences of LGBTQIA+ individuals.

### **Inclusivity Policies: Building a Framework**

Every celebrant business should have clear inclusivity policies that are embedded into the framework of their operations. This goes beyond just saying your business is LGBTQIA+ friendly; it requires thoughtful planning and implementation of inclusive practices. Your policy should cover how you interact with clients, employees, and vendors, ensuring that everyone is treated equally and with respect. This framework not only demonstrates your values but also provides a guide for maintaining a respectful and inclusive environment, helping to safeguard against any form of discrimination.

### **Understanding and Using Pronouns and Acronyms**

Pronouns are a fundamental part of identity, and using the correct ones is crucial for respecting others. Always ask your clients what pronouns they use and make a habit of including pronouns in your introductions and on your business materials. Whether in email signatures or social media profiles, displaying your pronouns shows that you care about creating a respectful space. Additionally, familiarise yourself with LGBTQIA+ acronyms—such as lesbian, gay, bisexual, transgender, queer or questioning, intersex, asexual, and more—to ensure that you're using inclusive language and fully understanding your clients' needs and identities.

### **Indicators of LGBTQIA+ Inclusivity**

Creating visual and verbal indicators of LGBTQIA+ inclusivity sends a clear message to your clients that they are in a safe and supportive environment. Simple things like adding the Pride flag to your website, social media, or office space can go a long way in making people feel welcome. Display inclusive language on your website, brochures, and business cards to signal that your services are for everyone. When clients see these indicators, they know that you are an ally who values inclusivity.

### **Using Correct Language Online and Offline**

Your language, both in-person and online, plays a huge role in building an inclusive business. Follow inclusive language guides, such as the Victorian Government's *Inclusive Language Guide*, to avoid harmful or exclusive terms. Avoid assumptions about gender, sexual orientation, or relationships, and always use gender-neutral language until you know how your client identifies. Online, ensure that your website and social media profiles are free from gendered assumptions, using inclusive terms like "partner" rather than "husband" or "wife" unless specified by your clients.

### **Treating Everyone with Equality**

At the heart of LGBTQIA+ inclusivity is the idea that everyone deserves to be treated equally. This goes beyond just following policies—it's about adopting a mindset of equality in all your interactions. Treat every client with the same respect and kindness, regardless of their background or identity. Ensure that pricing, services, and experiences are consistent across all clients, and strive to make everyone feel comfortable and valued from the moment they contact you to the moment you perform their ceremony.

## **Conclusion**

Being an inclusive celebrant isn't just a business decision—it's a moral one. As a member of *The United Celebrant Network*, we encourage you to take the steps necessary to make your business a welcoming, safe, and affirming space for all clients. By implementing inclusivity policies, using respectful language, and committing to equality, you'll not only grow your business but also help create a more inclusive world. Together, we can build a celebrancy community that celebrates diversity and honours everyone's unique journey.

## **Additional Resources:**

- [The Equality Project](#)
- [Victorian Government Inclusive Language Guide](#)

This e-book serves as an evolving resource. Please keep learning and adapting your approach to inclusivity as you engage with new perspectives and insights within the LGBTQIA+ community. Please provide us with your insights, ideas and experiences to help us develop this resource and information shared within the network to build acknowledge and awareness. Let's grow together.



## **LGBTQIA+ Inclusivity Policy**

*The United Celebrant Network*

### **Purpose**

The United Celebrant Network is committed to fostering an environment of equality, respect, and inclusivity for all individuals, regardless of their gender identity, sexual orientation, or expression. This policy outlines our dedication to supporting the LGBTQIA+ community, ensuring that our network is a safe and welcoming space for everyone.

### **Scope**

This policy applies to all members, staff, contractors, clients, and volunteers of The United Celebrant Network, both online and offline. It covers all interactions, events, communications, and business practices associated with the network.

### **Policy Statement**

At The United Celebrant Network, we believe in creating an environment where everyone is treated with respect and dignity. Our commitment to LGBTQIA+ inclusivity is reflected in the following practices:

#### **1. Commitment to Inclusivity in Business Practices**

We actively embed LGBTQIA+ inclusivity into our business framework by:

- Implementing inclusivity policies across all aspects of our operations.
- Encouraging participation in LGBTQIA+ advocacy, including joining relevant organisations and volunteering in community initiatives.
- Providing equal access to services for all individuals, regardless of gender identity or sexual orientation.

## **2. Use of Pronouns and Understanding LGBTQIA+ Acronyms**

Respecting personal pronouns is essential. We will:

- Always ask for and use the correct pronouns of members, clients, and staff.
- Ensure that pronouns are included in all communication materials, such as email signatures, forms, and introductions.
- Stay informed about LGBTQIA+ acronyms and terminology, ensuring we understand and correctly use these in all our communications.

## **3. Inclusive Language**

Language shapes experience, and we are committed to using inclusive language by:

- Following inclusive language guides such as the *Victorian Government Inclusive Language Guide*.
- Avoiding assumptions about gender, sexual orientation, and relationships.
- Using gender-neutral language in all written and verbal communication until preferences are clearly expressed by clients or members.

## **4. Indicators of LGBTQIA+ Inclusivity**

We are committed to making inclusivity visible. We will:

- Display LGBTQIA+ supportive symbols, such as the Pride flag, on our website, social media, and promotional materials.
- Ensure that all marketing, advertising, and member communications are inclusive and respectful of the LGBTQIA+ community.

## **5. Equal Treatment and Non-Discrimination**

Everyone deserves to be treated equally, and we uphold the following principles:

- All individuals interacting with The United Celebrant Network will be treated equally and with respect, regardless of their gender identity, sexual orientation, or expression.
- We ensure that pricing, services, and opportunities are provided consistently to all clients and members.
- Discrimination, harassment, or unequal treatment based on gender, sexuality, or any other characteristic will not be tolerated.

## **6. Volunteerism and Community Engagement**

To demonstrate our commitment to the LGBTQIA+ community, we:

- Encourage our members and staff to participate in volunteer opportunities within LGBTQIA+ communities.
- Partner with and support organisations that advocate for LGBTQIA+ rights.

## **7. Education and Awareness**

We commit to ongoing learning by:

- Providing educational resources and training on LGBTQIA+ inclusivity for all members, staff, and volunteers.
- Regularly updating our knowledge of inclusive practices and adapting our approach to inclusivity to stay current with the evolving needs of the LGBTQIA+ community.

## **8. Privacy and Confidentiality**

We respect the privacy of all individuals by:

- Protecting personal information, including gender identity and sexual orientation, with the highest standards of confidentiality.
- Ensuring that no information is shared without explicit consent.

## **9. Inclusive Event Practices**

All events hosted by The United Celebrant Network will:

- Be fully inclusive, ensuring that all participants feel welcome and respected.
- Feature gender-neutral language in event materials and communication.
- Offer safe spaces for LGBTQIA+ members and attendees.

## **10. Feedback and Reporting**

We are committed to continuous improvement and invite feedback from our members on inclusivity:

- Any concerns or suggestions for improving LGBTQIA+ inclusivity can be reported through our official channels.
- We will investigate and take action on any reports of discrimination or non-inclusive behaviour swiftly and transparently.

## **Conclusion**

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The United Celebrant Network stands firmly in support of the LGBTQIA+ community. We are dedicated to creating an inclusive, welcoming, and safe space for all individuals and will continue to evolve our practices to meet the needs of our diverse members and clients. Inclusivity is at the heart of everything we do, and we encourage all those within our network to champion these values.

**This policy will be reviewed and updated regularly to ensure continued alignment with best practices in LGBTQIA+ inclusivity.**