Support work-life balance
Avoid sending non-urgent e-mails to your team after working hours so colleagues don’t feel pressured to respond in their personal time.

Create gender responsive initiatives
Think about gender dimensions in all of your work – not just when it’s a project on gender equality or women’s empowerment.

Support meaningful participation of women and men
Be mindful of who is and isn’t speaking, and encourage those who aren’t speaking to do so.

Challenge gender stereotypes
Question remarks, attitudes and behaviours that are based on sex or gender stereotypes.
Gender equality Take action

Every day we take decisions that cumulatively have a tremendous impact on the ILO’s overall work and organizational culture.

These ideas to take action include tips that each of us can act upon immediately to effectively embed gender equality across structures, processes and mindsets.

Together, we can ensure the ILO is a gender-responsive and inclusive workplace.

Three ideas on how to challenge gender stereotypes

- Make it clear that sexism is not acceptable or funny when you hear someone making sexist remarks or jokes.
- Ask yourself and colleagues to rethink assumptions, decisions or spontaneous reactions and consider whether they would react in the same way towards a person of a different gender.
- Take time to discuss unconscious bias with your team and share information and ideas on how to mitigate biases.

Read more at intranet.ilo.org
ILO, HRD/DCOMM, September 2018

Three ideas on how to support work-life balance

- Raise awareness of the availability of flexible working arrangements – teleworking and working 50% or 80%.
- Organize meeting and training schedules so that they coincide with regular working hours.
- Set realistic objectives that can be achieved within standard working hours so that overtime is the exception and not the norm.

Read more at intranet.ilo.org
ILO, HRD/DCOMM, September 2018

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Three ideas on how to support meaningful participation of women and men

- Explicitly acknowledge everyone equally when you speak and seek participation from all.
- Be mindful of people interrupting each other and intervene when it happens – research shows that women are interrupted three times more often than men.
- Ensure that women and men are equally considered when assigning tasks and projects.

Read more at intranet.ilo.org
ILO, HRD/DCOMM, September 2018