

A vertical bar on the left side of the page, composed of several colored stripes: red, orange, yellow, green, blue, and purple.

THE SPEAKOUT GUIDE TO

**STARTING AN LGBTQ
EMPLOYEE RESOURCE GROUP**

What is an Employee Resource Group (ERG)?

An **Employee Resource Group (ERG)** is a voluntary, employee-led group that fosters a diverse, inclusive workplace aligned with organizational mission, values, goals, business practices, and objectives

ERG PILLARS

A successful LGBTQ ERG will offer community, learning, recruiting, and outreach

1



COMMUNITY

Events and gatherings where employees can meet each other and exchange ideas

2



LEARNING

Resources, tools, and training on LGBTQ topics relevant for the workplace

3



RECRUITING

Attendance at LGBTQ business conferences and recruiting events to attract LGBTQ talent

4



OUTREACH

Partnerships with community organizers and nonprofit organizations that champion LGBTQ causes



1 COMMUNITY

Events and gatherings where employees can meet each other and exchange ideas

COMMUNITY-BUILDING EVENT EXAMPLES

MIXERS

Opportunities to meet people from other departments, organizations, or ERGs

SPEAKER SERIES

LGBTQ thought leaders speaking about their work on behalf of the community

PANELS

People within the organization speaking about their experiences with LGBTQ topics

PRIDE

March in your local city's Pride Parade during Pride Month with your ERG

OFFSITES

Select a full day for membership to convene offsite and discuss strategy / topics

MISC. EVENTS

Movie screenings, happy hours, lunches, etc.

2 LEARNING

Resources, tools, and training on LGBTQ topics relevant for the workplace

RESOURCES

TOOLKITS

Easy-to-read guides on LGBTQ topics (e.g., how to be an ally)

ONE PAGERS

One-page overviews on LGBTQ topics (e.g., history, issues) that can be posted around the office

VISUAL RESOURCES

Printable pages that can be displayed at employees' desks to show support for the LGBTQ community

TRAININGS

GENERAL TRAINING

Integration of LGBTQ topics into training curricula

EXECUTIVE MENTORING

Executive-level training in which ERG leaders guide executives on how to navigate LGBTQ topics

ERG LEADER TRAINING

Day-long training session for ERG leaders-in-training with deep-dives on LGBTQ workplace topics

Please visit speakoutfoundation.net to access workplace resources

3 RECRUITING

Attendance at LGBTQ business conferences and recruiting events to attract LGBTQ talent

CONFERENCES

Visibility at LGBTQ business conferences demonstrates corporate commitment to LGBTQ diversity

- Out & Equal Workplace Summit
- Out for Undergrad Conference
- Reaching Out MBA

RECRUITING EVENTS

Have ERG representatives present at recruiting events to field any questions about internal diversity efforts and practices

- Job fairs
- On-campus events
- Information sessions

COMMUNITY EVENTS

Participate in major LGBTQ community events to signal community support

- Pride celebrations
- AIDS walks

4 OUTREACH

Partnerships with community organizers and nonprofit organizations that champion LGBTQ causes

MENTORSHIP

Partner with local LGBTQ centers and nonprofits to provide career readiness, trainings, and mentorship programs

VOLUNTEERING

Engage ERG members to volunteer at organizations in need

FUNDRAISING

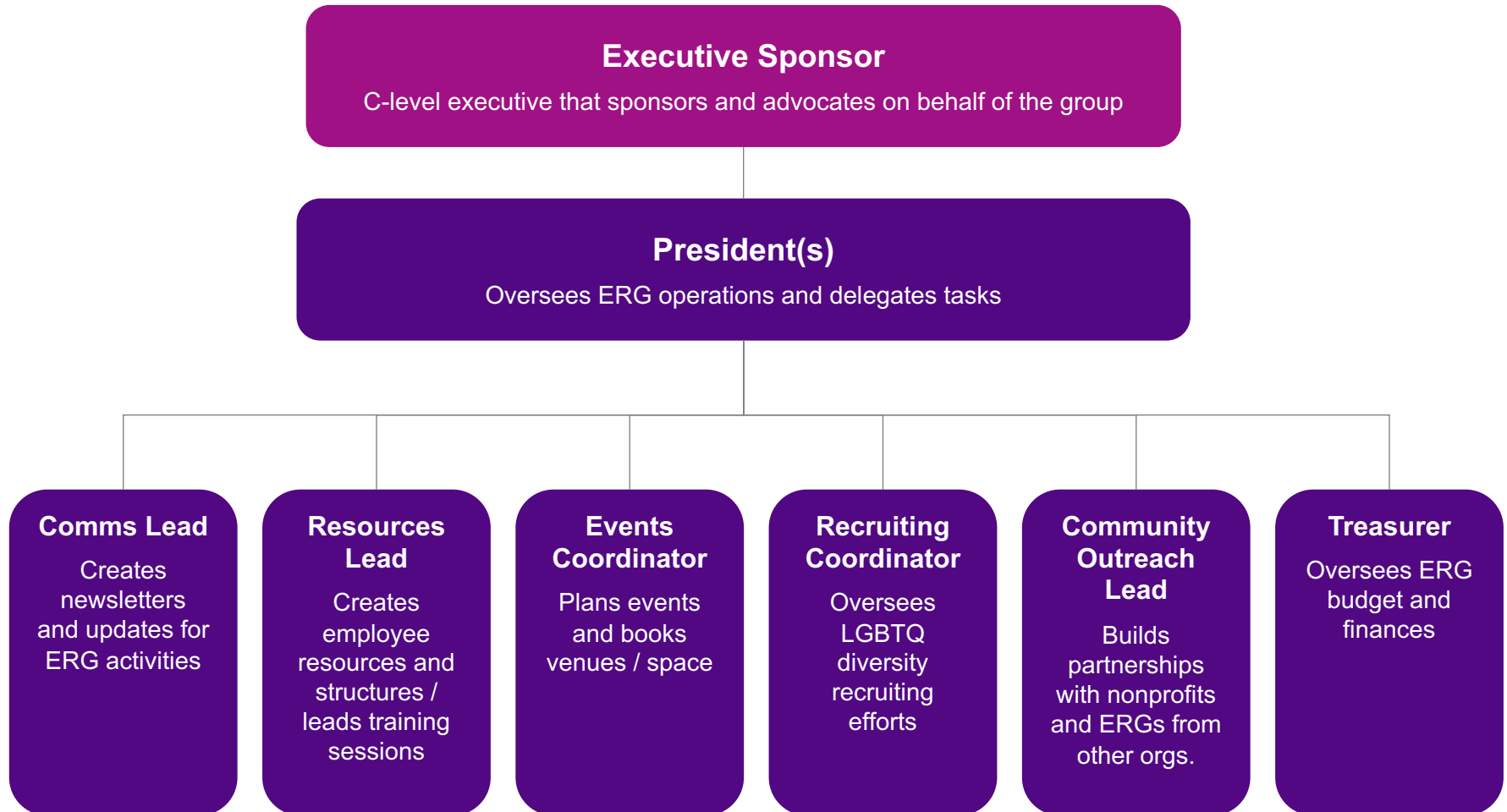
Use holidays and other special days to fundraise for LGBTQ-focused nonprofits, engaging ERG members and non-member allies

SPONSORSHIP

Encourage executive sponsors to join boards of LGBTQ organizations and drive company-wide investment and sponsorship

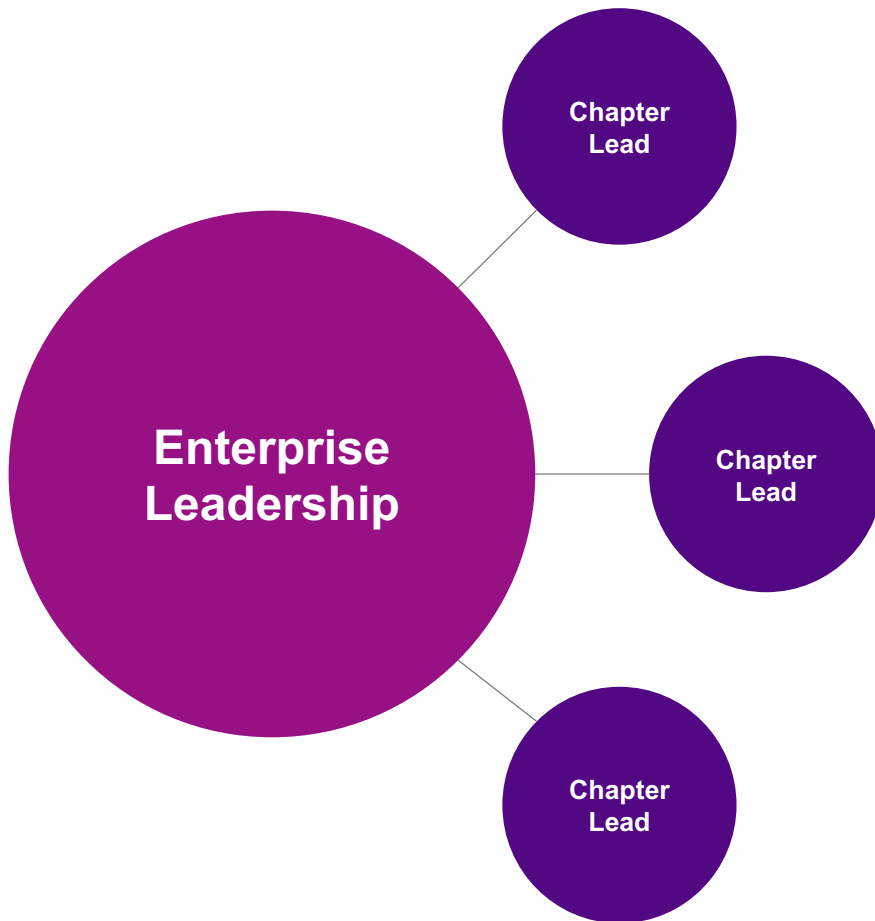
ERG LEADERSHIP

ERGs should have an executive sponsor and a leadership board to coordinate operational activities



ERG STRUCTURE

Even in large organizations, a singular leadership team with chapter leads for disparate segments / geographies tends to be most effective



BENEFITS OF A HUB-AND-SPOKE STRUCTURE

- Unified, cross-company strategic vision for the ERG
- Easy ability to leverage executive-level support for the ERG from HQ throughout the organization
- Easy ability to flag issues and direct to leadership
- Easy ability to share best practices and replicate across chapters
- Chapter lead roles provide a clear funnel into enterprise leadership roles

STARTING AN ERG: TO-DO LIST

- 1** Gather a group of employees interested in creating an ERG
- 2** Secure an executive sponsor
- 3** Pitch the idea to corporate leadership team in tandem with the executive sponsor
- 4** Secure leadership support and funding
- 5** Assign ERG leadership roles
- 6** Begin planning events and creating resources

THANK YOU!

For more workplace resources, visit www.speakoutfoundation.net

FOLLOW SPEAKOUT



@speakoutfoundation