



## THINGS YOU NEED TO KNOW TO LIFT UP WOMEN IN YOUR WORKPLACE

From GEMM, the Gender Equity in Museums Movement

Use this quick read to help foster discussions about equity and gender bias in your workplace and celebrate the accomplishments you can make together. Feel free to share this resource with colleagues and friends.

**1. Who are your institution's hidden figures?** Look around you—there are women in your institution who are making important, thoughtful contributions to your work everyday. These are colleagues who deserve recognition and support. Raise them up.

**2. What do you know about the salaries in your museum?** An institution can't advance a commitment to pay equity until it accepts that there is inequity. So, it's time to talk about what equity looks like in terms of salaries and that requires a willingness to do some research, share information and carefully consider how to start the conversation.

**3. Change your hiring practices.** Move to a [blind hiring process](#) where the names of individuals and their gender are concealed from reviewers. Do not ask for a salary history from candidates—in fact, this is illegal in some states.

**4. Is there a pipeline within your museum for women to advance?** Without a pipeline, role models, and mentors it is very difficult for women to see themselves moving up or taking on new or expanded roles in your institution. They need more than encouragement. Work with staff leaders to create pathways that afford women opportunities to expand skills, enlarge their networks, and learn from other women.

**5. In your museum's recent exhibitions, how many have highlighted the work of women artists or told the stories of women?** Once you have your answer, you can now plan to incorporate more women into exhibition schedules. Put women on staff in charge of these projects.

**BONUS TIP! Benchmark where you are and where you want to go.** Take a look at how other cultural institutions are addressing issues of gender equity and diversity.

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