

## Toolkit Resource:

### Workplace policy examples

This document provides examples of how organisations can implement gender-responsive workplace policies.



Consider the following **workplace policy areas** for an organisation such as health and social care settings. What gender-responsive actions are already being taken?  
What could be strengthened to be more gender-responsive?

Workplace policy area	Actions and opportunities to strengthen gender-responsiveness
Hiring and retention	<ul style="list-style-type: none"> <li>• Include hiring and promotion targets for gender and different forms of diversity.</li> <li>• Include transparent salary range and conditions in job advertisements to encourage pay equity for people of all genders.</li> <li>• Include working conditions in job advertisements, including flexible work and leave benefits for people with unpaid caring responsibilities.</li> <li>• Organise gender-balanced interview and recruitment panels where possible and appropriate.</li> </ul>
Workplace safety	<ul style="list-style-type: none"> <li>• Psychosocial hazards in the workplace are addressed.</li> <li>• Sexual harassment policy and training is implemented.</li> <li>• Policies related to staff are trauma aware and informed and implemented with training.</li> </ul>
Diversity equity and inclusion	<ul style="list-style-type: none"> <li>• Flexible and remote work options are offered to accommodate diverse and gendered health needs and unpaid caring responsibilities.</li> <li>• Workplaces are flexible to accommodate accessibility for chronic conditions and people with disability, including low-sensory environments, occupational therapy (OT) support and COVID-19 leave.</li> <li>• Comprehensive reproductive leave is available.</li> <li>• Menopause health policy is developed and implemented with training.</li> <li>• The uptake of paid parental leave is actively encouraged for and accessed by employees of all genders.</li> <li>• Workplace adheres to anti-discrimination practice and addresses gendered bias and discrimination (for example the Australian Women's Health Alliance Organisational Anti-Discrimination Statement).</li> </ul>
Continuous professional development	<ul style="list-style-type: none"> <li>• Workplace training on gender-responsive health is incorporated into induction of new staff.</li> <li>• Workplace training on gender-responsive health is incorporated for managers.</li> </ul>



Other relevant areas	<p>For example, disaster and emergency management, communications, clinical management.</p> <p><i>What actions could be taken to strengthen gender-responsiveness in these workplace policy areas?</i></p>
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This resource is from the 'Introduction to Gender-Responsive Health' e-learning course by Australian Women's Health Alliance. Visit the [Women's Health Hub](#) at [AustralianWomensHealth.org](https://AustralianWomensHealth.org) to learn more.

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