Ensuring Equal Access for Transgender Applicants and Students in the Job Corps Program

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Definitions

- Transgender
- Gender Identity
- Gender Expression
- Gender Non-Conforming
- Transition
- Transgender Woman
- Transgender Man
- Sex Reassignment Surgery
- Questions about other terms?
Background Information

- Transgender students and applicants are participating and should feel welcome in Job Corps
- Transgender students will be in various stages of transition
- These students may need support or individual arrangements while enrolled in Job Corps
- Transgender individuals, like all Job Corps participants and applicants, should be treated with dignity and respect
Ensuring Equal Access

• If Job Corps staff/contractors are aware that an applicant is transgender – Talk to the applicant, when appropriate, to discuss possible issues of concern, including, but not limited to:

  ▫ Names, Pronouns, and Records
  ▫ Dress and Appearance
  ▫ Housing, Restroom, and Shower Access
  ▫ Disclosure of Transgender Status
  ▫ Entrance Physical Examination and Medical Issues
Names, Pronouns, and Records

- Always use the student’s desired name and respective pronoun in all interactions with the student.

- When a student’s legal name and/or gender are not required on official documentation, use the student’s desired name and pronoun.

- When required by law to use a student’s legal name, be as discrete as possible.
Dress and Appearance

• All Job Corps students must wear appropriate attire for their trade

• Transgender students may dress in attire consistent with the dress code of their gender identity

• General note: Dress and appearance codes that differ based on gender must have a legitimate, nondiscriminatory rationale
Housing, Restroom, and Shower Access

- Have a discussion with the student about appropriate housing options, guided by consideration of:
  - The student’s safety
  - The student’s preference

- Primary and overriding factor – **The student’s gender identity**

- Under no circumstances should a transgender student be forced to room separately from other students – they may, however, request to be roomed separately

- Concerns of staff, parents, and other students may need to be considered and addressed

- These guidelines apply to the use of all gender-segregated facilities, e.g. locker rooms, showers, bathrooms
Disclosure of Transgender Status

• Treat a student’s transgender status as you would any other deeply personal life experience or medical issue.

• If a transgender student is willing to talk about his or her experience, discussions must be appropriate in tone and content.

• Staff should not ask a transgender student medically-related questions unless necessary to address issues relevant to his or her care at Job Corps.

• Do not engage or permit students or staff to engage in gossip or rumor-spreading.
Entrance Physical Examinations and Medical Issues

- Medical staff must follow best practice protocol based on the needs of the student – guided in part by the student’s identity and physiology

- Most transgender students in the Job Corps age group will not have undergone any gender-related surgeries, due to age and financial constraints, though some may have initiated hormone therapy

- Staff will facilitate a student’s access to any medical care regimen obtained prior to enrolling

- While it is possible, rarely will a transgender student beginning a regimen of medical care require medical separation
Moving from Job Corps to the Workforce

- Transgender students entering the workforce often face additional career planning challenges.

- Career Transition Counselors may need additional training to help transgender students make the most of resources in the local area.
Student and Staff Training

- Incorporate education about gender identity and gender expression into diversity and equal opportunity compliance training for students and staff
  - Webinar schedules are posted on JobCorps.gov
  - Technical assistance available through the National Office Health and Wellness Unit
  - U.S. Department of Labor’s Civil Rights (CRC) conducts trainings and is available for technical assistance
- Students and staff should be aware of the complaint process available through CRC

Civil Rights Center  
ATTENTION: Office of External Enforcement  
U.S. Department of Labor  
200 Constitution Avenue, NW  
Room N4123  
Washington, DC  20210

Fax: (202) 693-6505
Email: CRCExternalComplaints@dol.gov
Additional Resources

- Information on how to file a complaint with the EEOC – http://www.eeoc.gov/employees/charge.cfm
- Answers to Your Questions About Transgender People, Gender Identity, and Gender Expression – http://www.apa.org/topics/lgbt/transgender.aspx
- Contact Information:
  - Wesley Garson – Garson.Wesley.M@dol.gov
  - Robin Runge – Runge.Robin.R@dol.gov
  - U.S. Dept. of Labor’s Civil Rights Center – CRCExternalComplaints@dol.gov