

# Gender-sensitive Communication

## Do not use 'he' to refer to unknown people

Using 'man' to mean all people collectively propagates the invisibility and omission of women; using 'he' to represent any given individual does the same.

**Avoid using 'he' when referring to the generic experience of all people as this removes women from the common experience.**

### Examples

#### Gender-discriminatory language

*The responsible citizen will report anything suspicious he sees to the police.*

#### Gender-sensitive language

*The responsible citizen will report anything suspicious he or she sees to the police.*

#### Gender-discriminatory language

*Each applicant must submit his resumé.*



Aaron Amat, The applicant, Shutterstock

*Hmm, I guess it's not for me.*

**Gender-sensitive language**

*Each applicant must submit his or her resumé.*

**Tip:** Some people have begun to use gender-neutral pronouns in place of traditional gender pronouns. One example of this is 'ze'. E.g. Ze, Hir, Hirs. Hirsself E.g. 'Ze does hir homework hirsself'. This can be a way of including people of non-binary gender in the discussion.