

**Sparking a  
new chapter of  
brilliance and  
resilience.**

**EMPOWER**

# **Menopause and The Workplace:**

## **Training Content & Delivery Guide (Workplace Inclusion Checklist)**



**Co-funded by  
the European Union**

Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Education and Culture Executive Agency (EACEA). Neither the European Union nor EACEA can be held responsible for them.



**MITRA**  
CYPRUS MENOPAUSE CENTRE



# Personal Reflection: Menopause, Inclusion, and the Workplace

## Introduction

Menopause is increasingly recognised as a significant workplace issue affecting employee wellbeing and performance. Workplaces may differ in their current level of awareness, policy development, and practical support. This checklist is designed to help you assess where your organisation currently stands and identify areas for ongoing improvement with respect to menopause inclusion, using three key frameworks.

### *How to Use:*

- Review each statement and select the option that best describes your workplace situation.
- Where “Emerging/planning” or “Not sure” is an option, use these to indicate early-stage or emerging practices.
- Use your responses to reflect on progress and prioritise next steps for awareness, culture, support, and fairness.
- This checklist can be completed individually, in pairs, or as a group discussion to gather multiple perspectives.
- Use the completed checklist to identify workplace strengths and areas where policies, practices, or culture can be enhanced to better support menopausal employees.
- Consider pairing this exercise with personal reflection or follow-up action planning to make meaningful changes.

## Workplace Inclusion Checklist:

### Supporting menopause inclusion using three key frameworks:

**Instructions:** Tick all that apply.

#### How to interpret:

- “Yes” indicates established, effective practices.
- “Emerging/Planning” indicates early-stage or developing efforts.
- “No” indicates a gap needing attention.
- “Not sure” indicates areas needing further exploration or communication.

#### A. Social Identity Theory

Menopause-related topics openly discussed in your workplace without stigma.

☐ Yes ☐ Emerging/Planning ☐ No ☐ Not sure

There is awareness of how gender norms and identity affect menopause experience.

☐ Yes ☐ Emerging/Planning ☐ No ☐ Not sure

Colleagues and managers show empathy and understanding of menopause challenges.

☐ Yes ☐ Emerging/Planning ☐ No ☐ Not sure

Peer networks or employee groups provide supporting related to menopause.

☐ Yes ☐ Emerging/Planning ☐ No ☐ Not sure

#### B. Job Demands-Resources (JD-R) Model

Flexible working arrangements or breaks exist to support menopausal employees.

☐ Yes ☐ Emerging/Planning ☐ No ☐ Not sure

Workloads and job demands are regularly reviewed considering menopausal impacts.

☐ Yes ☐ Emerging/Planning ☐ No ☐ Not sure

Health and wellbeing resources addressing menopause are accessible to employees.

☐ Yes ☐ Emerging/Planning ☐ No ☐ Not sure

Managers communicate openly with employees about workplace adjustments for menopause?

☐ Yes ☐ Emerging/Planning ☐ No ☐ Not sure

#### C. Organisational Justice

There is a documented menopause policy/guidance communicated to employees.

☐ Yes (formal) ☐ Yes (informal) ☐ Emerging/Planning ☐ No ☐ Not sure

Employees feel they are treated fairly and respectfully concerning menopause issues.



Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Education and Culture Executive Agency (EACEA). Neither the European Union nor EACEA can be held responsible for them.

☐ Yes ☐ Emerging/Planning ☐ No ☐ Not sure

Processes for requesting support/accommodations related to menopause are clean and accessible.

☐ Yes ☐ Emerging/Planning ☐ No ☐ Not sure

Training for managers/leaders on supporting menopausal employees is provided.

☐ Yes ☐ Emerging/Planning ☐ No ☐ Not sure