



BUILDING AN INCLUSIVE RECRUITMENT PROCESS

with Joanne Lockwood



Summary

To be able to recognise and understand some of the ways that our recruitment process limits the opportunities of engaging with candidates from diverse backgrounds. Whether this is at the initial stage when designing the role profile and job description, the recruitment marketing that sits on top of the employer brand or simply the engagement throughout the process itself where bias is introduced, or the process is not inclusive and accessible for all.

Who is this session for?

This introductory session is targeted at leaders and managers who have recruitment responsibility in order to challenge their existing thinking and introduce alternative perspectives which they can take away and action.

Synopsis

- Duration: 60 – 90 minutes
- Situ: On-Line or In-Person
- Format: Facilitated Workshop with Videos, Q&A
- Equipment: Internet, AV, Projector & Screen
- Room Layout: Class Room
- Audience: Workplace, Club, Organisation
- Typical Delegate Size: 12 – 16 persons
- Cost: from £POA + VAT





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OVERVIEW LEVEL

CONTENT

- Basic Principles of FREDA
- Understanding Bias, Perceptions and Blind Spots and their impact on recruitment
- How Inclusion Leadership is important
- Overview of the Equality Act 2010 relevant to the recruitment process
- How Privilege and Intersectionality compound bias and discrimination
- Mitigating the Impact of Bias
- Steps to building inclusive recruitment and workplace diversity

GROUP/ INTERACTIVE DISCUSSION

Typical Topics Include;

- “I still help, what can I do?” – easy wins/small steps
- How to build an Inclusive Workplace or Organisational culture.
- Ideas for building an accessible and inclusive recruitment process
- Becoming effective candidate allies – advocating and educating
- Wrap up, Summary, Q&A, Close

REFLECTION AND ACTIONS

- Commitment to “What can I do” / “What can we do”
- Reflection on personal learning and takeaways
- Top Tips and Takeaways
- Commitment to action

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These facilitated workshops are 101 introductory and overview level sessions, delivered as either a standalone or a preparation for deeper dive 201 and 301 sessions and workshops.

Delivered either face-to-face in-person or online in a webinar-style, they often utilise smartphones to interact with quizzes and contain follow-up with audience Q&A.

Sessions are summarised and delegates will leave with top tips, implementable actions and takeaways.

These can be scaled from 30 minutes to 120 minutes and delivered as a keynote, a lunch and learn, or a plenary session and are suitable and relevant for all staff, members and stakeholders.

“

I thought it was a valuable course that raises awareness around the lived experience of the trans community and the challenges the community faces. I would highly recommend this talk.

”

*Louisa Coyle,
NUI Galway*

What people have said about the session...

“

Joanne's openness and clear explanations were exactly what was needed for the topic. I consider myself a trans ally and I still learnt a lot. Also just having a talk like this and seeing the number of people who attended has really opened up the conversation at our organisation.

”

*Claire Hazelton,
Siemens Healthineers*

“

Don't hesitate - sign up! It is no surprise that colleagues have described Joanne's sessions as the best they've ever attended.

”

*Adam Watkins,
NHS England-South Region*





P R O M O T I N G

Positive People Experiences

SEE Change Happen is an Inclusive Culture Expert Consultancy, that specialises in working to ensure that organisations are culturally aware and sensitive to the needs of individuals.

We offer best-practice consultancy including developing workplace policies, inclusion and ally strategies, and support and mentoring; professional keynote speaking for conferences or events; and workshops and training for crucial learning and development.



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