

Building **Inclusive recruitment processes:** Matchtech's **ED&I** Programme

<p>★ Standard</p>	<p>Only using job boards and websites to attract talent</p>	<p>Application only considered if they meet the experience required. Limited consideration for trainability and potential given</p>	<p>Candidates only selected for interview who meet the experience required and deselected if not</p>	<p>Only competency based questions and CV discussion included in the interview</p>	<p>Diversity data not collated, tracked or considered as a data point within the organisation</p>
<p>★★★ Good</p>	<p>Job adverts include job profile, full transparent of pay and desirable skills</p>	<p>Application process is fully accessible, options are given for different forms of communication, all applicants are communicated with and screened for potential</p>	<p>Shortlisting should be fair and based on clear and relevant criteria that are directly related to the job requirements</p>	<p>Interviews consist of skills and attribute based questions and reasonable adjustments are made to accommodate candidates</p>	<p>Diversity data is collected but not analysed, targets and measures haven't been formulated or executed</p>
<p>★★★★ Excellent</p>	<p>Job adverts use inclusive language to attract wider candidate pools Jobs are offered on flexible and part time alternatives to full time positions Diverse sourcing methods used including identifying and engaging with under represented groups</p>	<p>Equity is considered at each stage of the recruitment process, ensuring consideration is given to not exclude under represented groups Reasonable adjustments asked for through the application stage and implemented to ensure an accessible recruitment process Diverse sourcing methods used including identifying and engaging with under represented groups</p>	<p>Personal details and universities are redacted CV's to eliminate bias Considerations made to skills, attributes and potential, not just experience Candidates are assessed for culture and not culture fit, to avoid homogeneous groups forming</p>	<p>Candidates offered question sets before interview to allow for equity for neurodiverse candidates and those with limited experience Unconscious bias training for hiring community to ensure bias is eradicated from decision making Diverse hiring panels interview candidates to decrease the risk of 'group think'</p>	<p>Data analysed throughout recruitment process to identify drop off or deselection points from applicants and hiring community Data overlaid with HR data to identify target areas and interventions / initiatives created Action taken to engage with, promote and develop underrepresented talent</p>



“ The current skills gap requires creativity and inclusivity and there remains a huge opportunity to bring underrepresented and hidden talent communities into the workforce to address the skills gap, including attracting women, ethnically diverse, LGBTQ+ and neurodivergent communities to STEM roles.

Gattaca is committed to supporting our clients in bridging the gap, widening talent pools and helping make organisations' recruitment processes more inclusive.” Sally Spicer, Head of Engagement, ED&I and Talent



STEM TALENT PARTNER OF CHOICE