



Nottingham Trent
University

Thinking differently about recruitment

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Diversity of the Information Sector

UK Information Workforce Data Consortium, Workforce Mapping 2023

- Women dominate the workforce - 76% identified as female
- <5% of the workforce of non-white ethnicity
- An ageing workforce - 46% aged >50, 60% aged >45

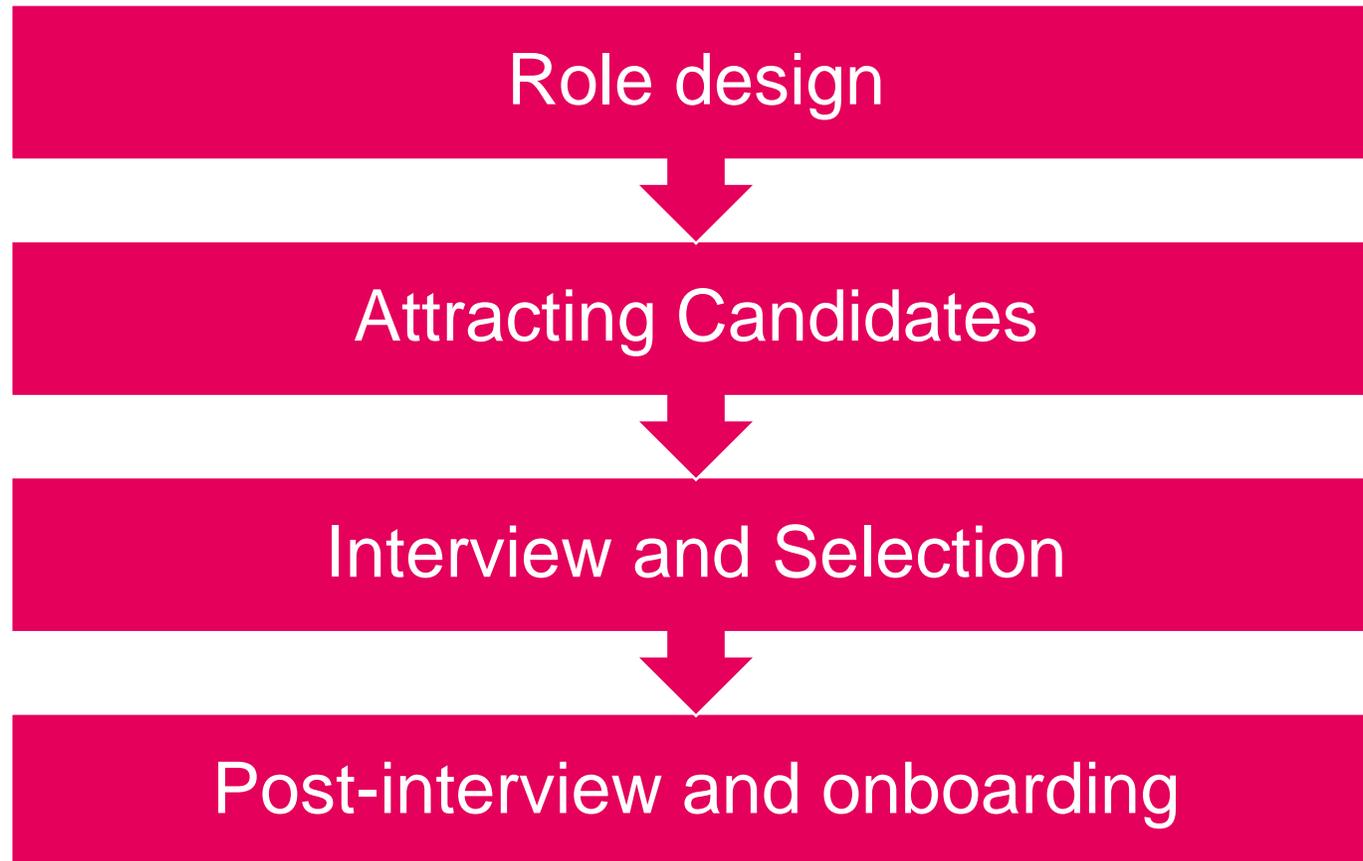
The Diverse Workforce

Considering the following:

- Is our workforce representative of our local community?
- Is our workforce representative of our user community?



Thinking Differently About Recruitment



Role Design



Role Design

Reviewing Job Descriptions and Person Specifications

- What skills, attributes and experience are you looking for?
- Is library experience essential?
- Consider language carefully
- Commitment to diversity and inclusion within the role
- Consider flexible working



Attracting Candidates





Recruit for values, train for skills



Attracting Candidates

Advertising roles

- Inclusive language throughout – avoid tokenism
- Gender decoding
- Avoid vague and hyperbolic language
- Second person pronouns – you/your
- Actively encourage candidates from under-represented groups



Attracting Candidates

Reducing Bias

- Anonymized applications
- Structured shortlisting



Attracting Candidates

Always on Campaign

- Always on advert
- Ability to apply for multiple roles
- Streamlined application process
- Structured personal statements
- New shortlisting process and talent pool



Attracting Candidates

Alternatives to the Traditional Application- Shortlist – Interview Process

- Working with partners to attract a diverse range of applicants
- Engage harder to reach candidates



Interview and Selection



Interview and Selection

Making the interview process more inclusive – prior to interview

- Consider self-selected interview slots
- Proactively offer reasonable adjustment
- Panel composition
- Recruitment training

Interview and Selection

Making the interview process more inclusive – on the day

- Structured interviews
- Competency-based questions
- Questions in advance
- Skills-based 'Work-based scenario'

Post-interview



Post-Interview and onboarding

Promoting the Inclusive Workplace

Staff induction – support to be successful

Embedding EDI throughout the organization

Hear the staff voice



Post-Interview and onboarding

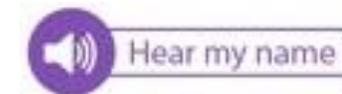
Promoting the Inclusive Workplace

Pronoun badges, lanyards and email footers

Hear My Name email footers

Training for staff

Career development for staff



Next Steps



Future Developments

Future areas of development include:

- Reviewing the impact of the work to date
- Inclusive application and interview packs
- Working towards fully anonymized applications
- Exploring positive action
- Developing Apprenticeships



Thinking differently about recruitment...



Find out more

- The Behavioural Insights Team (2021) *How to run structured interviews* https://www.bi.team/wp-content/uploads/2021/07/BIT_How_to_improve_gender_equality_guide_RSI.pdf
- The Behavioural Insights Team (2021) *How to use skill-based assessment tasks* https://www.bi.team/wp-content/uploads/2021/07/BIT_How_to_improve_gender_equality_guide-SBAT.pdf
- CIPD (2022) *A Guide to Inclusive recruitment for employers*: https://www.cipd.org/globalassets/media/knowledge/knowledge-hub/guides/2023-pdfs/inclusive-recruitment-employers-guide_tcm18-112787.pdf
- Gender decoder <https://gender-decoder.katmatfield.com/>
- Namecoach <https://cloud.name-coach.com/>
- UK Information Workforce Data Consortium(2023) *Workforce Mapping 2023: A Study of the UK's Information Workforce 2023* https://cdn.ymaws.com/www.cilip.org.uk/resource/resmgr/cilip/research/workforce_mapping/workforce_mapping_2023.pdf
- University of Nottingham (2021) *Towards Diverse Workforces: Transforming the Language of Exclusion and Bias in Recruitment* <https://www.stemm-change.co.uk/wp-content/uploads/2021/06/Transforming-the-Language-of-Exclusion-and-Bias-in-Recruitment-June-2021x.pdf>





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Thank you