

**Staff recruitment, screening, and hiring**

*Proposed policies and strategies—Initial list*

*July 9, 2020*

**Purpose:**

* Develop policies--and formalize existing practices--aimed at promoting the recruitment, selection and promotion of staff from diverse and traditionally under-represented groups
* Identify and pursue strategies for actively recruiting and promoting diverse candidates and staff

**Rationale:** Increasing the diversity of staff experiences and perspectives holds the promise of better reflecting the communities we serve, improving our decision-making and bringing range, nuance and insight to all facets of our work, including curriculum development, instruction, administration, and customer service.

**Recruitment and selection policies:**

* “Commitment to promoting and diverse and inclusive workplace” or language to this effect will be included as a qualification in all recruitments (PDs)
* Search and screen panels will be composed to include a diverse array of staff
* At least one question in all interviews will focus on skills, experience, and/or ideas related to promoting diversity/inclusion (specific questions will be tailored to each position)
* Among the criteria Search and Screen panels will use to evaluate candidates will be each candidate’s potential to contribute to the team and not whether someone is a “good fit.” The language of “good fit” may tend to overvalue similarity and undervalue difference

**Recruitment and promotion strategies:**

* Actively cultivate diverse pools of student staff, LTEs and contract staff (e.g., Ad Hoc instructors)
* Open new full-time or promotional opportunities to UWM staff first. This will facilitate “promotion” of existing students, LTEs, Ad Hoc instructors to full-time positions and/or leadership roles**.**