

Your Hiring Process Is Biased... But It Doesn't Have to Be!

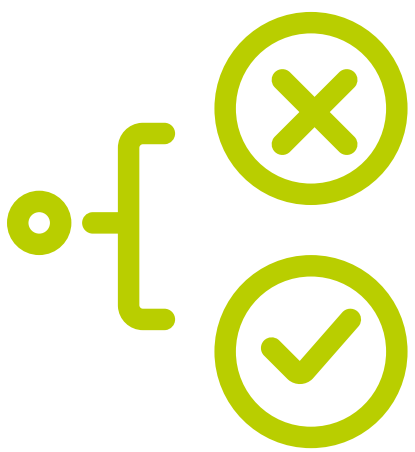
Biases are inevitable in the hiring process, but we can counteract them by changing how we structure hiring and working to actively recognize and counteract bias when it occurs.



What Can I Change in My Process to Make It Less Biased?

Structure your hiring process so what matters most is encountered earliest, becoming the focus of the process. Do you:

- Mask faces and names in applications before review?
- Hold initial interviews over the phone to create blind first impressions? Potentially, you could even do text-only interviews via a chat program!
- Actively focus interviewer attention on characteristics required for the job before, during, and after interviews when scores or impressions are recorded?
- Use tools that require minimal human judgment to assess candidates? You might use a test that assesses critical thinking skills, or provide a simulated environment.



How Can We Recognize and Counter the Bias of Decision Makers?

While we can't simply flip a switch and change our entire conscious and unconscious outlook, we can work to tip the balance away from unexamined biases. Do you:

- Encourage decision-makers to slow down their thinking, take time to seek feedback from others, and make decisions as a group?
- Encourage team members to seek out and support projects and programs that encourage positive images of persons of different backgrounds?
- Encourage team members to work on recalling counter-stereotypical examples that could overwrite more entrenched and less useful ones?
- Train your decision-makers at least once a year? Work with an external provider of unconscious bias training (such as PDT Global from Affirmity) that focuses on cognitive processes, behavioral outcomes, and change.
- Create a culture that values diversity? Everything from your workplace posters to employee compensation should be regularly re-examined.



What Does a Best-Practice Interview Look Like?

Ask yourself these questions about the key ingredients of a best-practice interview:

- Do your interviewers know what lines of questioning are likely to stir bias?
- Do you use standardized interview questions so that applicants get an equal opportunity to demonstrate the required skills?
- If the interview results in a score, have you defined what different levels of competency look like ahead of time?
- Do you use multiple trained interviewers? A diverse set of individuals can help to counteract individual biases.
- Are your questions focused on job requirements?

Start reassessing every potential point of friction in your hiring process today. Read our full ebook:

Getting Started With Compliance and DE&I: Everything Talent Acquisition Professionals Need to Know

Click the title to download today or head to affirmity.com/resources