

Inspire to Hire - Inclusive Recruitment

Getting the right person for the job and employing people from different backgrounds, skills and experiences can have a positive impact on your organisation, getting you closer to your customers, as well as providing the potential to create new avenues for business and innovation.

Course aim: This one day workshop provides a practical approach using case studies, guidance and discussion to enable participants to develop an inclusive recruitment process which can help your organisation create greater workplace diversity and maximise your opportunities to recruit diverse talent. Morning of participative learning, sharing of experiences and knowledge transfer is followed by an afternoon of consolidation, action learning and practical application.

With enough humour to bring the course alive and enough depth to embed the knowledge, **ClearLearning™** has a uniquely real and impactful approach to this critical subject.

Duration: 1 day

Number of delegates per event: 10-20

Cost: £279 per delegate + VAT

Who should attend?

In-house recruitment teams, Hiring Managers, HR Business Partners, External Recruitment Teams, Assessors.

What will you learn?

It will inspire, educate and empower recruiters to build an inclusive recruitment process which underpins your organisational values, recruitment strategy and organisational policy, process and practice and specifically to:

- Build a case for change
- Recognise and overcome barriers to inclusion

- Embrace difference
- Understand the legal obligations
- Build sustainable solutions
- Harness existing resources and opportunities
- Influence with confidence
- Challenge and innovate

Course Overview

- **Diversity explored**
 - Common understanding of diversity/positive action/positive discrimination.
 - Difference between Equal Opportunities and Diversity.
 - Explore misconceptions and myths.
- **Building an inclusive proposition**
 - Understanding your legal obligations.
 - Inclusive resource planning and talent management.
 - Sourcing and management of third parties.
 - Getting the most from your networks (sourcing diverse talent).
 - Advertising and sourcing strategy.
- **Getting the right person**
 - Inclusive job descriptions and person specifications.
 - Robust and rigorous assessment (shortlisting, tests/assessment and interview).
 - Effective response management.
- **Dealing with difference**
 - Unconscious bias, diversity etiquette.
 - Adverse impact on different groups.
 - Remove barriers and open up opportunities.
 - Making adjustments.
 - Disability and difference – **Clearkit™**.

- Retaining talent
 - Inclusive offer management.
 - Effective induction and orientation.
 - Planning for performance and talent management.