Sustainable Hiring

"By providing a framework of practices that HR practitioners can apply in everyday recruitment and selection processes, we have shown that the implementation and practice of sustainability is often easily accessible. Educators have a unique opportunity to disseminate this recruitment and selection sustainability learning framework. "

Jepsen and Grob, 2015





Thank you for your commitment to sustainable hiring! This handout was created as a way to highlight some of the ways that Jepsen and Grob's research can help us re-evaluate our hiring processes in higher education to be more sustainable in many ways.



Use this information as a guide; as a way to start conversations on your campus about your current processes and efficiencies that could be found. Focus your efforts on one key aspect to start, learn from the process, and then branch out to the other aspects. The considerations are a starting point and are to be used as examples of ways you can see sustainability in action. This is not an exhaustive list and will be updated from time to time.



Adapted from Jepsen and Grob, 2015

Practices to Consider

Environmental

Economical Sustainability

Sustainability **Selection Decision Making**

Sustainability

 Consider the culture of your teams and where what skills

Social

selection (less ambiguity)

- **Develop strong criteria for**

candidate "a good fit"

• Identify what makes a

applications

Provide access to

- **Application Forms**
- Actively develop and pursue targes and measurements of diversity and inclusion.

align with that culture.



educational materials online

Provide an option for online

Provide an information sheet

so candidates know what to

expect. Include information

about your department and

the culture

Interview Preparation

Provide space and facilities

• Provide options for translation

Consider alternative forms of

application (video, voice

recordings)



interviewing timing

Include authentic statements

about the values and culture

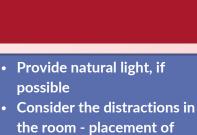
of your department to

highlight importance.

- **Interview Conduct** for in-person interviews

• Provide options for virtual or

in-person interviewing

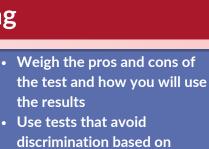


• Use well-recognized tools • Use as a guide, but not the

ultimate decision maker

- **Ability or Personality Testing**

candidates

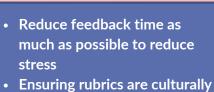


Assessment Centres

candidate, in some cases

- Conduct regular audits to simplify and streamline

gender, race, or age



responsive



online so evaluators can

- processes Allow candidates to give feedback on your process

- Thanks again for your commitment to creating sustainable hiring practices. As you reflect, consider:
 - 1. What key learning area would you like to address first at your institution? 2. What are the first steps you'll take to revamp this aspect of staff selection?
 - 3. Who needs to be bought in to make these changes?

If you need assistance with re-evaluating your current polls, check out the **SCAMPER** model. It encourages looking at your processes through different lenses.