

STRIDE Faculty Recruitment Workshop

What Can We Do?

Top Ten Best Practices

1. Build an effective search committee.

- Require/reward a high level commitment to diversity and excellence.
- Be vigilant about unconscious bias, stereotype threat, and the challenges of fair evaluations.

2. Actively develop a diverse pool of applicants.

- Network directly with newly established scholars.
- Foster connections with institutions that train diverse students.

3. Define the disciplinary area for your search as broadly as possible.

- If you have multiple positions over a period of several years, consider more broadly defined searches, with a multidisciplinary search committee.

4. Ask for information you need from applicants.

- Ensure that all applicants know the criteria on which they are being evaluated.
- Provide a template or checklist and clear instructions about the application process.

5. Make sustained and conscious efforts to counter potential evaluation bias.

- Discuss and define specific evaluation criteria before the search.
- Design evaluation tools that examine a candidate's strengths, accomplishments, and attributes along a variety of dimensions.
- Consider the environment in which achievements were made.
- Avoid global evaluations and summary rankings that fail to consider all of the search criteria.
- Acknowledge uncertainty.

6. Provide a welcoming environment during the interview.

- Attempt to avoid 'tokenism' in the interview pool by interviewing more than one female/minority candidate.
- Avoid telling a candidate that you are interviewing them or want to hire them because of the social group to which they belong.
- Ensure that all candidates meet a diverse group of people during their visit to campus.

7. Encourage circumstances that will allow you to see the candidate at their best.

- Provide complete information about the visit well in advance.
- Ask the candidate whom s/he would like to meet.
- Identify an appropriate faculty host.
- Ensure diversity in the audience for the job talk.
- Introduce the candidate's job talk with a summary of their accomplishments/expertise.
- Remove environmental/situational cues that could trigger stereotype threat or a feeling of not belonging.

8. Ensure that all candidates know about dual career support and family friendly policies.

- Provide an information packet to all candidates.
- Be aware that dual career support from the Provost's Office is available to domestic partners of faculty recruits regardless of marital status or sexual orientation.
- Be sensitive to the unique challenges faced by LGBT candidates.

9. Consider only job relevant criteria in evaluating candidates.

- Do not ask the candidate about their personal life (age, marital status, children, *etc.*) even in situations during the interview that are social in nature (*e.g.* dinner with the search committee).
- Questions about personal life can have unintended consequences (the candidate may assume that these characteristics will be used to evaluate their suitability for the job).

10. Recruit the selected candidate.

- Once a candidate is selected for a job offer, all relevant factors can be discussed.
- Provide detailed information to ensure that the negotiation process is positive and effective for all candidates.