HOW TO: INCLUSIVE INTERVIEWING

Traditional job interviews have a tendency to unintentionally marginalize certain groups of individuals over others. Additionally, our own unconscious biases directly affect and shape the standards and expectations we have for the interview process. Here are a few tips for a more inclusive hiring practice:

STANDARIZED THE INTERVIEW PROCESS:

Ensure all interviews have the same structure and are asking the same questions to each candidate.

AVOID CULTUREALLY BIASED QUESTIONS:

Questions such as “What motivates you?” are unrelated to whether the candidate has the skills to perform essential functions of the job, and the way one judges responses to such questions are likely to be based on personal values which are different cross-culturally.

USE A SCORING SYSTEM FOR ASSESSMENT:

In order to objectively gauge how well the candidate is suited for the position, using a rubric that focuses on the candidate’s skills for the job is highly recommended.

BE MINDFUL OF UNCONSCIOUS BIASES:

Since our biases are an inevitable part of our brains, it can be hard to always catch them. One way to be mindful of this is by ensuring you have a diverse interviewer’s panel.

DIFFERENTIATE BETWEEN CULTURAL FIT AND VALUES FIT:

A cultural fit is often ambiguous and does not speak to the candidate’s skill set in relation to the job. A values fit, in contrast, as it knows how, through the job, a candidate will uphold the goals and values of the projects and the company.

Interviewers and stressful for all of us, and especially so for a co-op student who is newer to navigating the world of work. The points above are a short non-exhaustive list of conducing inclusive interviews, and these simple tweaks can really minimize the probability of hiring more diverse candidates in an equitable way.

Adapted from:
