

Framework 4: Running a Blind Selection Process for Your Team

OBJECTIVE

Remove bias from selection process in order to create equal access to your organisation by all genders and recruit a more gender diverse team.

KEY OUTCOME/USES

Selection process that minimises bias.

WHY IT MATTERS

Even if you have awareness of your own biases, it can be difficult to completely remove bias when you select, as by its nature bias is unconscious. And as you know, bias can affect your judgement, and lead you to make decisions in favor of one gender over others. Adapting your selection process to remove items that can promote bias can therefore help to make better decisions.

REFERENCE BACK TO MAIN SECTION

Team Recruitment

FRAMEWORK

- Review your existing selection processes and identify any elements that can give away a candidate's gender. To minimise bias, it is also helpful to remove other factors related to race and demographic information. Note that it can be challenging to run a completely blind selection process, but there are still ways to minimise bias during key stages of the selection process.
 - Do you need their name or photo?
 - Does the college they studied at matter? Is educational attainment likely to be linked with one gender group over another?
 - Do their hobbies and interests matter?
 - Do you need to look at their online profiles? And if so, can you add this step later in the process so that you minimise bias in your selection process?
- If you cannot make your interviews blind, how can you minimise bias in other ways?
 - Have a diverse set of interviewers and a strong predefined set of selection criteria
 - Use independent interviewers who understand what your work is but will hold less bias
 - Invest in software that selects the best candidates based on answers to specific questions? There are tools you can use to remove gender and other factors from your selection process.
- Test your new blind selection process and revise as needed.