

# Manchester 2015 Agenda: Achieving Equality and Diversity



## Selecting search committees

The composition of the search committee and its scope are factors likely to have consequences for the outcome of the search. It is important that issues of composition and scope be addressed deliberately and early.

### Key concepts

#### Composition

Search committees should include:

- members with different perspectives and expertise, and with a demonstrated commitment to diversity;
- underrepresented minorities whenever possible;
- members from outside the School.

#### Scope

The committee will need to consider:

- terms of reference that include a particular focus on equitable search practices including the goal of identifying outstanding underrepresented minority candidates for the position;
- clearly stating in its terms that diversity and excellence are fully compatible goals can and should be pursued simultaneously;
- identifying the selection criteria and developing the job description and role specification prior to beginning the search;
- how it plans to actively recruit underrepresented minorities prior to beginning the search;
- reviewing how its' practices will mitigate the potential for evaluation biases that research has identified that result in unfair evaluations for underrepresented minority candidates e.g. the impact of cultural difference in communication or stereotypical assumptions on lifestyle;
- how its plan addresses the School and Faculty's commitment to and strategies for, hiring and advancing a diverse staff body. In Schools where there are few or no underrepresented minority staff, it would be useful to develop long-term strategies for recruiting a diverse staff body e.g. using positive action initiatives;
- that the AVP (Equality and Diversity) is available to consult as questions arise through the search process.

### Further information

Promoting diversity in senior academic recruitment' Report.

From the Associate Vice-President (Equality and Diversity) or the Equality and Diversity Team.

From your local HR Manager or Head of HR