

# **Diverse People Resource Guide**

What does hiring diverse people mean? This pillar is designed to guide and direct organizations that have programs or efforts in place to recruit diverse candidates, develop a pipeline of leaders, and provide targeted development for diverse employees.

Why is recruiting and retaining a diverse workforce important? A diverse workforce offers <u>lower turnover</u>, <u>higher revenue</u>, and <u>higher engagement</u>. An organization demographically reflective of the community in which it does business expands the potential client/customer base by demonstrating a genuine interest in supporting all members of that community. However, retention is critical - and inclusion must be an integral component of the diversity strategy. It does little good to bring in a more diverse workforce if the organizational culture creates a revolving door for new recruits.

How can we be intentional with hiring diverse people in an inclusive and equitable way? Consider the following as you examine your organizational policies and processes from job opening to successful hire.

### Advertising Job Openings

Are you advertising in places and with candidate pools that you haven't used before? Evaluate the language and wording in your advertisement. Is there a statement included about a commitment to diversity, equity, and inclusion?

#### Qualifying Candidates

How are you evaluating applications and resumes? Consider eliminating the job candidate's personal information like names, locations, and schools to offer anonymity. How do your Artificial Intelligence (AI) and Applicant Tracking Systems (ATS) expand or narrow your candidate pool?

#### Workplace Culture

Are you investing as much time in your future workforce as you are in your available workforce? What do you do to encourage and support a sense of belonging in your workforce? Does your advancement strategy reflect your commitment to long-term and meaningful DEI organizational outcomes?

#### **Inclusive Job Ads and other Communication Guidance**

- Gender Decoder
- Textio

## **Sample Interview Questions**

Inclusive Leadership Questions to Ask in an Interview

## **Website Accessibility**

Web Accessibility Initiative

Specific businesses, organizations, or resources that assist with hiring and retention of diverse people. \*Those marked with an asterisk are organizations that both assist with hiring diverse populations and will post job openings.

- Arc of East Central Iowa Employment Support and Project Search
- Arc of Southeast Iowa
- Cedar Rapids Ladd Library Opportunity Center \*
- Center for Worker Justice
- Corridor Careers Platinum Diversity \*
- Creating Futures
- Dream City \*
- Easter Seals
- Goodwill of the Heartland Business Solutions
- Goodwill of the Heartland Employment Services
- Home Base Iowa (HBI) Business Partners \*
- Heritage Area Agency on Aging
- Inclusive ICR Recruiting Resources \*
- Inside Out Reentry (Returning/Second Chance Citizens)
- Iowa Department for the Blind
- Iowa Vocational Rehabilitation Services-Cedar Rapids office
- Iowa Vocational Rehabilitation Services-Iowa City office
- IowaWORKS-Cedar Rapids office \*
- IowaWORKS-Iowa City office \*
- Job Accommodation Network
- Sixth Judicial District Community Corrections
- National Alliance on Mental Illness (NAMI)
- Onelowa
- Top Rank Staffing \*
- TotalChild Workforce Development Four Oaks
- University of Iowa Diversity Resources
- Workplace Learning Connection
- Urban Dreams

Share job openings with these organizations that connect with diverse people

- African American Professionals of the Iowa Corridor
- Community for the Deaf and Hard of Hearing
- Consultation of Religious Communities of Iowa City
- Friends of India Association (FOICR)
- Hindu Temple Association of Eastern Iowa
- Inter-Religious Council of Linn County
- ICR Talent Hub Career and Job Opportunities in ICR Iowa
- <u>lowa's University Center for Exc</u>ellence in Disabilities
- Iowa City Area Chinese Association

- League of United Latin American Citizens (LULAC)
- Meskwaki Nation, Sac & Fox Tribe of the Mississippi in Iowa
- Multicultural Development Center of Iowa
- NAACP Cedar Rapids
- PFLAG Cedar Rapids
- Sankofa Outreach Connection
- Temple Judah
- Uniting Deaf Iowans
- University of Iowa Diversity Councils
- University of Iowa Multicultural & International Student Support & Engagement
- University of Iowa Pomerantz Career Center Inclusion at Work

A quick note about social identities. While we use many identities to identify ourselves, there are eight primary socially constructed identities known as the "Big 8". These include ability, age, class/socioeconomic status, race/ethnicity, sexual orientation, gender identity, religion/spirituality, and immigration. The resources within attempt to include opportunities to engage with these various social identities.

- What are Social Identities?
- Social Identity Theory