

The Search is On

Equity, Diversity and Inclusion in University Searches

A Quick Guide for Search Committees

Intentionally practicing equity, diversity and inclusion will –

- x Help your search committee find and hire qualified candidates
- x Help the University, your college, and your department reap the educational and community benefits of having a diverse faculty and staff.

It's not only the law and the "right thing to do" it's the smart thing to do. Different backgrounds and perspectives lead to a variety of ideas, knowledge, and ways of doing things. By ensuring that your department includes faculty and staff from various cultural and social backgrounds, you will widen the

hired. An unrealistically large number of requirements can force a department to declare a failed search and have to start the entire search process with a revised job description.

- x Articulate the connection between diversity and a quality educational experience for students.
- x Include explicit diversity qualifications, such as “Experience supporting women in pursuing STEM majors and careers,” or “Experience working with students from diverse racial, ethnic, and socioeconomic backgrounds and first-generation college students.”

Use inclusive language in the job posting

All job postings must state that UMaine is an equal opportunity, affirmative action institution. Additional statements like the following send a strong message that diversity and inclusivity are UMaine values.

- x Women, minorities, individuals with disabilities and veterans are encouraged to apply.
- x The University is committed to fostering a culturally diverse educational environment and provides reasonable accommodations to individuals with disabilities.
- x We are interested in candidates who can contribute diverse experiences and perspectives to the department and campus

Advertise positions widely, recruit actively

Post position announcements in publications and online job boards that reach diverse audiences. Make sure advertising budgets are used to post positions where they will reach a diverse pool, not exclusively in traditional venues (e.g., Chronicle of Higher Education). diversity recruiting resources, consult:

- x <http://wiseli.engr.wisc.edu/recruitingresources.php#director> (general diversity resources and STEM disciplines)
- x https://www.hercjobs.org/career_advice/diversity_resources/index.html (general diversity resources and some discipline

When using these strategies, specifically indicate that UMaine is seeking the most qualified and diverse pool possible, and ask your contacts to be sure to forward the posting to women and people from diverse backgrounds.

Be aware of and overcome implicit bias

Research has demonstrated that all people have some implicit bias—unconscious assumptions and stereotypes about others that we've developed from a lifetime of interacting with our environments. Implicit biases affect how we conduct searches and how we assess candidates. Being conscious of implicit bias and taking steps in your search committee to reduce it leads to more equitable, inclusive searches and increases the opportunity to hire well qualified women and diverse candidates.

Many good resources on implicit bias are available.

- x Attend a UMaine Search Committee Briefing offered by the Office of Equal Opportunity (go to top of this document for more information).
- x Consult the UMaine Faculty Recruitment Handbook (go to top of this document for more information).
- x Listen to *Micro-Messages & Your Search Committee: Subtle Signals That Can Help or Hinder the Recruitment of Women and Minorities* (audio presentation) Dr. Robbin Chapman, Associate Provost and Academic Director of Diversity & Inclusion, Wellesley College, Higher Education Recruitment Consortium, <https://video.wellesley.edu/recordings/2016/06/06/170606-1003-66-f-26-8-rt>