



# WE ALL MAKE A DIFFERENCE

## RECRUITMENT CHARTER



### WE WANT:

- To empower people to succeed by bringing together diverse backgrounds, genders, cultures, sexual orientations and ethnicities with different life experiences. We are committed to recognising and developing diverse talent, as this will ensure that our culture and values continue to thrive
- To encourage diversity of thought, opinion, and to avoid 'groupthink', which ensures that all candidates are independently evaluated by each hiring manager before being discussed collectively
- To launch opportunities that are accessible and equal to all. We want to ensure that we hire the best talent based purely on merit and skill

### WE WILL:

- Always run an anonymised recruitment process, starting with a briefing meeting with all hiring managers to ensure that the correct guidance is followed
- Advertise a salary band on all vacancies and clearly state that flexible working conversations are welcome for applicable roles
- Actively seek to attract a diverse pool of candidates through key partnerships, participation in programmes, and presence at events
- Invite referrals from our employees through our star finders programme and use employee-led campaigns to reach previously under-represented groups
- Ensure that all recruitment agency partners support our DEI strategy and require that they deliver a diverse long and shortlist of candidates
- Ensure that all interviews are carried out by a diverse interview panel so that we have a broad representation of different social and ethnic backgrounds, viewpoints, cultures and experiences

### WE KNOW:

- All hiring managers will be coached and supported with our diverse recruitment toolkits to remove unconscious bias and groupthink from our decision making throughout the recruitment process. This means we can be confident that our recruiting managers will promote diversity & inclusion throughout our resource planning and recruitment process
- We will collect and review recruitment data. This will help us do better, track demographics and set measurable goals and requirements for our recruiters and hiring managers moving forwards
- We can always improve, and we will commit to continually evaluate our recruitment strategy and learnings with our Employee Network Groups