Faculty Affairs Professional Development and Diversity (FAPDD)

Tools & Resources on Faculty Recruiting

Fundamental Practices - Recommendations:

1. Search committees have diverse members (race, ethnicity and gender) for all hires.[14, 17]
2. Hiring authority provides formal charge to committee that reinforces the importance of diversity and reiterates selection criteria.[3, 16]
3. Enhance job advertisement language with updated diversity statement and revise language to be more inclusive.[8, 13]

Advanced Practices – Recommendations:

1. Online unconscious bias training completed by search committee before launch meeting.[5, 6]
4. Search committee members conduct structured interview with behavior-based questions.[1]
5. Post job advertisement in societies for women and minorities in medicine and science in addition to more traditional channels. Department can work with their assigned recruiting consultant to develop a diverse outreach protocol.[2, 15] To schedule, contact: iusmhire@iu.edu.
6. Appoint a search committee member as diversity advocate to help ensure that the search is consistent with best practices.[17]
7. Search committee chair and/or HRBP initiates an in person or online guided tour of online toolkit for equitable search practices.[9, 11, 17] To schedule, contact: iusmhire@iu.edu
8. Conduct structured evaluation of CVs according to a pre-defined competencies.[6, 7]
9. Ensure women and underrepresented in medicine candidates who interview on campus meet other women and underrepresented individuals during interview.[16]
10. Conduct review of department website to assess whether it displays openness to diversity and make necessary changes.[17]
11. Conduct review of department events such as grand rounds and seminar series to assess whether women and faculty of color have been equitably represented as speakers. Make a plan for necessary changes.[10, 17]
12. Assess whether photos, artwork, and other artifacts in the department equitably represent women and faculty of color. Make a plan for necessary changes.[17, 18]
13. Ensure women and underrepresented in medicine trainees are aware that Chair and/or Division Director is available to meet regularly with them for purpose of developing internal pipelines to faculty.[3, 11, 12]

For additional resources, please visit our Faculty Recruiting Toolkit

Relevant Literature

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14. Sensoy, Ö., & Diangelo, R. (2017). "We Are All for Diversity, but. . .": How Faculty Hiring Committees Reproduce Whiteness and Practical Suggestions for How They Can Change. *Harvard Educational Review*, *87*(4), 557–580.

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