

Introduction to Human Rights & Employment Equity Considerations in Recruitment

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Objectives

By the end of the session, you will be aware of:

- Human Rights and Employment Equity Legislation & University Policy
- Examples of human rights and employment equity considerations during the recruitment process

Discrimination

- Denial of employment or differential treatment based on a personal characteristic which has an adverse impact on an individual or group.
- Protected grounds
- Justifiable discrimination – BFOR

Employment Equity

Canada's *Employment Equity Act* is concerned about removing barriers that have a discriminatory impact or the potential to have a discriminatory impact, especially on four groups of individuals federally designated as being underrepresented in employment in Canada:

- Aboriginal peoples
- persons with disabilities
- members of visible minorities
- women

Human Rights and Employment Equity Policies & Procedures - UAPPOL

- Discrimination, Harassment and Duty to Accommodate Policy
- Employment Relationship Policy
- Support Staff Posting and Advertising Procedure
- Academic Staff Posting and Advertising Procedure

Guiding Documents:

Dare to Discover: A Vision for a Great University

Dare to Deliver, Academic Plan 2011-2015

Opening Doors, A Plan for Employment Equity at the University of Alberta

Faculty/Departmental Strategic Plans

U of A Equity Statement

“The University of Alberta hires on the basis of merit. We are committed to the principle of equity in employment. We welcome diversity and encourage applications from all qualified women and men, including persons with disabilities, members of visible minorities, and Aboriginal persons.”

Scenario 1

You are providing administrative support to a selection panel recruiting a research assistant. You have been asked to follow up with short-listed candidates to schedule interviews. You have one day the following week designated for the interviews. The Principle Investigator of the research project is scheduled to leave the country immediately following the last interview for a month-long research trip. One of the candidates advises that this day is problematic and wonders if it would be possible to schedule the interview on another day.

Scenario 2

You are in the middle of an interview for a full-time Receptionist position and the candidate asks if a flexible work schedule or reduced hours is possible. Your unit's operational requirement is that the Reception Desk be covered from 8:00 to 4:00 daily.

Scenario 3

You are part of an interview panel for an admissions advisor in your faculty's undergraduate student services area. Three candidates have been interviewed and the Panel is now trying to identify the top candidate. The Panel is reviewing the responses to the interview questions and is considering "fit".

One Panel member raises a concern that one of the candidates, Manaar who wore a head covering with a veil (a *niqāb* or *burqa*) to the interview may not be able to serve male students or that the veil may interfere with communication as it makes people feel uncomfortable.

Scenario 4

You are on a faculty search and selection committee and the Chair advises that when one of the short-listed candidates was invited to an interview, the individual self-identified as Aboriginal and requested that an Elder be present during the interview. The Chair has brought it to the Committee for discussion and advice.

Scenario 5

Your are in the middle of an interview and you are asking the candidate about the individuals skills and strategies managing busy work period and the candidate happens to mention that productivity isn't as good during fasting periods.

Scenario 6

You call your top candidate to offer a research assistant position. During the conversation, the individual requests time and space for daily prayers.

Scenario 7

It is the first day on the job for a new employee in your department. You are the HR Manager but not the direct supervisor. The Supervisor has come to you and is quite annoyed that you hired someone who is already planning on missing work. The new colleague has advised that his child has an ongoing medical condition that requires appointments with specialists and that he will need some time off to do so.

Scenario 8

A candidate shows up for the interview and is obviously pregnant. You had wanted to fill the position as soon as possible as it has been vacant for quite some time and others in the department have been pitching in and working extra hours to get the work done.

Scenario 9

Senior leadership has communicated the expectation that a more diverse workforce will be hired. Each of you are on the hiring committee to fill a vacant position.

For more information...

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