

# Dance Data Project® A Road Map To Equity

From Geoff Chang

Below is a list of 10 steps that organizations should take to create a more fair and equitable hiring process when selecting candidates.

1

Ensure there is diversity on the search committee, including gender, racial, sexual orientation, and background, to provide different points of view.

2

Consider including non-board members, such as staff, artists, and community members, to join the search committee, so that a wide variety of perspectives can be shared.

3

Provide training to all people involved in the hiring process on unconscious bias, diversity, and inclusion.

4

Write inclusive job descriptions that avoid biases, and focus on the skills and qualifications that are truly required.

5

Ensure interview questions relate to the roles and responsibilities within the job description, and avoid inappropriate or discriminatory questions.

6

Seek out diverse candidates through posting on a range of job sites, and through professional organizations and networks.

7

Do not dismiss candidates who have had a non-traditional career path, eg. who lack formal education or a specific number of years of experience.

8

Maintain a structured and standardized interview process that is the same for all candidates, to minimize subjectivity.

9

Clearly communicate the timeline and various steps in the process to all candidates, keeping them informed throughout the process.

10

Ensure that once the candidate is hired, they are supported through onboarding process, and offered professional development and coaching opportunities, if required.