Inclusive Hiring & Culture In Practice

EMPLOYER CHECKLIST

1. HIRING & RECRUITMENT

- ◯ Have we reviewed job descriptions in the last 12 months for unnecessary requirements?
- ◯ Are we clear on which criteria are essential vs "nice to have"?
- ◯ Do interviews use structured questions and scoring?
- ◯ Do we assess judgement, ethics and learning mindset — not just confidence?
- ◯ Are multiple perspectives involved in hiring decisions?

2. EARLY EXPERIENCE & ONBOARDING

- ◯ Is onboarding consistent, documented and thorough?
- ◯ Are expectations made explicit in the first 3–6 months?
- ◯ Does every new hire know how to raise concerns safely?

3. DEVELOPMENT & PROGRESSION

- ◯ Are progression routes transparent for advisers and non-advisers?
- ◯ Is development proactive or dependent on self-advocacy?
- ◯ Are part-time or flexible workers genuinely eligible for progression?

4. MANAGEMENT & LEADERSHIP

- ◯ Are managers trained in people leadership, not just technical supervision?
- ◯ Do leaders model flexibility and openness themselves?
- ◯ Are people-management outcomes discussed at leadership level?

5. CULTURE & ACCOUNTABILITY

- ◯ How do we handle mistakes — learning or blame?
- ◯ Are behavioural expectations as clear as performance targets?
- ◯ Do promotion and reward decisions reflect firm values?

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