

Diversity, equity and inclusion in organisations: A checklist for job candidates

Organisation:

Date:

Company Culture

The company values statement demonstrates they place value in diversity, equity and inclusion

I can see myself thriving in this company culture

Photos & Images

Photos on the website appear to show diverse employees

Perks & Benefits

Perks and facilities appear to be designed to for a broad spectrum of people

The benefits available appear to recognise and cater for diverse needs

Leadership

The leadership team is diverse

Messages shared by the leadership team demonstrate they value diversity and inclusion

Employee Reviews

Employees and former employees speak positively about culture for inclusion

Online reviews, e.g. Glassdoor, indicate employees experience equity and inclusion

Score
(out of 10)

Diversity, Equity and Inclusion Programme

There are established employee networks/groups, e.g. for Women, LGBTQ+, Race at Work, and more

Info is shared on the website about their DEI facts and figures and their DEI commitment

The organisation is a member or signatory of one or more diversity related organisations, e.g. The Tech Talent Charter

The organisation has won diversity and inclusion award(s)

Formal Reports

The Gender Pay Gap report is transparent about reasons, actions taken, and commitment to close the gap

The Annual Report has a clear and informative section about Diversity, Equity and Inclusion

Social Media

Balance of posts includes: business, people focused, social impact

A diverse set of people are featured in thought leadership and industry topics

The Application Process

The process is accessible: it's properly explained, you are asked about accommodations you may need, you can self-identify correctly

Salary range is shared

You are asked to submit your application form removing indicators of your gender, age, and other protected characteristics (or you are informed your CV will be "blinded")

The Interview

The interviews are with a diverse group of people

The interviewers give good answers to your questions about...

...the organisation's diversity and inclusion commitment and programme

...how the organisation has been supporting employees' wellbeing

... flexibility and remote working

...what they hope the successful candidate will bring to the team - and you can see it being you!

Grand Total