

# Human Resources & The Office of Diversity and Inclusion

Offer a hiring best practices series:

## Unconscious Bias Workshop (All Staff)

Wednesday, October 17th, 11:30am-1pm, Thayer

This workshop will discuss unconscious and implicit bias in depth. It will raise personal awareness of biases, discuss where biases come from, and discuss how to work to address biases. This is a monthly training open to all staff.

## Pre-Hiring Workshop (Hiring Managers Only)

Monday, October 22nd, 10-11:30am, Albany 220

This workshop will discuss best practices for hiring managers. All hiring managers actively hiring are required to attend. Those who anticipate hiring or would like to know more about the hiring process are encouraged to attend. This is a **bi-monthly** training open to all of those in a supervisory position.

## Successful Hiring Practices (All Staff)

Thursday, November 1st, 11:30am-1pm, Albany 220

This workshop will discuss how to have a successful hiring process. It is required for all those serving on a search committee and is encouraged for anyone who wishes to serve on a search committee in the future. This is a monthly workshop open to all staff.

**These workshops will be offered regularly. See workshop descriptions for frequency of offering. In November the workshops will be offered on the GSEC campus and in December they will be offered on the Law School campus. Please see the HR website for location updates.**