

Staff selection, biases and stereotypes

Duration:	Equivalent of 1 workshop day, spread over one week. This course includes two live webinar sessions
Optional extra:	Individual feedback by the course instructor
Trainers:	Philipp Gramlich
Target group:	Postdocs and group leaders



Most hiring processes are hotbeds of biases. Very often, we try to hire clones of ourselves, either deliberately or subconsciously. This in turn destroys any notion of wanting to hire ‘the best’. In this workshop, we’ll identify steps in the hiring process, where these biases arise and how we could possibly eliminate them in order to really hire ‘the best’. It’s a relevant exercise for everyone interested in how biases influence our work, not just hiring managers.

We’ll have a clear focus on practical aspects, which can be used to improve our work environments. We’ll look at stereotypes and biases and how these influence our behaviour and how we’re perceived by our environment. The end result will be actionable steps to change our hiring practices. Much of the knowledge we gain about biases and stereotypes can be used in other work contexts as well.

info@naturalscience.careers

Tel: +49 (0) 176 7453 7200 (Karin); +31 (0) 6 824 54 258 or +49 (0) 152 0600 5189
(Philipp)

www.naturalscience.careers

In this course you will learn...

- How biases influence our decision making processes
- How to identify weak spot in the overall hiring process from criteria all the way to the negotiation phase
- How to reach out to potential applicants without tilting the playing field
- How to use best practice examples of interviewing techniques

Course flow

Day 1	Day 1-2	Day 2 or 3	Until week 3
Live webinar - Kick off - Introduction into the topic - Formation of working groups	Working groups analyse the hiring process at their own speed between the webinars	Live webinar - Debriefing including more theory input - Feedback	The participants work individually through the materials and assignments on the learning platform. The instructor provides regular feedback.

About making notes during the course

All participants receive a script of the course in PDF format for offline and future use so that they can work through the material offline as well as after the course.

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