



Best Practices in Diversity Strategic Planning Workshop

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Recruitment: to secure the services of, to replenish, a fresh supply (an ideal climate would be evolving, sensitive and considerate).



External Practices

- Partnering with Minority Organizations
- Community Outreach
- Positive, visual advertising
- Targeting career fairs for minorities
- Hire minority and women vendors
- Strong customer focus



Internal Practices

- Comprehensive Diversity Plan
- Systematic, Administrative Buy-in
- Employee Referral Program
- Targeting career fairs for minorities
- Organizational assessment
- Educate managers
- Resources (\$)
- Accommodate disabilities
- Train to improve underrepresented selection



Internal Practices (cont.)

- Emphasizing employee benefits
- Strategic hiring process (Penn State has a new strategy for the hiring process)
- Survey & measurements
- Use Internet career web sites/listserves
- Competency based hiring
- Role models
- Recruitment targets
- Relocation fees
- Alumni Fellows Program



Retention: to be retained, act of keeping, to hold secure or intact (an ideal environment would be evolving, sensitive, and considerate)



Internal Practices

- Rewards & Recognition
- Professional Development
- Cross-Training
- Celebrate successes
- In-house diversity resource center
- Offer advanced courses (communication, teambuilding, conflict)
- Flexible work schedules
- Career management assistance



Internal Practices (cont.)

- Employee support groups
- Child care
- Diversity council
- Identify employees with potential to grow
- Leadership programs
- Mentoring programs
- Exit interviews
- Service awards
- Staff Review and Development Plan
- Alumni Fellows Program