

Monica Kelly

From: Lyn Freundlich <friendlybrit01@gmail.com>
Sent: Thursday, March 6, 2025 1:44 PM
To: Monica Kelly; Meher Shulman
Subject: <EXTERNAL>Hiring 1 of 1

- HIRING TEAM
↳ Multiple views & opinions
- POST TO MULTIPLE SITES
- REFERRALS
- JOB POSTING LANGUAGE
CONSISTENT W/ NEEDS

HIRING

- Group Interviewing process
- recognizing limitations w/in self
- Strategic recruitment
- career advancement & growth opp. w/in the organization, including ind. professional development
- explore barriers and find solutions ~~to~~
- hire folks w/ previous incarceration HX
- evaluate our hiring practices & in alignment w/ operational principals, pillars, & collective ethics
"cultural humility, gender affirming, person centered"

HIRING

Post JOB Broadly - spanning
beyond traditional sites

Use Inclusive language

degree not required

open ended, strength based

diverse hiring team - mix + number and / hiring teams

lived experience

Strong pre-screening questions - intentionally ensuring
role alignment

HIRING

- Post all positions internally + externally
- What is required for the position (qualification)
- Hiring manager reviews job description
- Ask same questions to all applicants
- Pre screen - HR
- Hiring checklist - everyone does same process
- Hiring team based on position
 - Same team for all candidates
- Skills test based on position
 - advanced notification
 - on site test
- Background checks
- HR - follows up w/ candidate - w/ consistent wording

HIRING

Appropriate Questions for different roles.

Teams + timelines
Identified Team leads

Sources - varied
+ Postings

HIRING

interviewed with more than one person

used a recruiter - ~~no~~ provided a field of candidates

used a rubric

post salary ranges - valuable

posting in different places - idealist, etc.

look at the pool - and notice who is applying
↳ review the identity make up of the pool

expansion of network
including recruits

↳ changed requirements, no longer require Bachelor's
↳ take a pause when you don't have a diverse pool

HIRING

- Sustainable investment in youth → youth programming into full time employment. Continuous investment
- Look w/in first for promotion / advancement
- hiring best person for job
- team hiring practices → 3 tier system - TEAM Director
STAFF
50+ Director
- * Naming potential barriers "Army if you have the skill"
- * Hiring timeline → transparency

HIRING

- 3-5 PP TEAM - AWARE OF COMPOSITION
- CHALLENGE STANDARDS
- SCENARIOS + OPEN-ENDED QUEST.
- CREATING RUBRIC
- PAY TRANSPARENCY
- POSTING LOCATION - NETWORKS
JOB BOARDS
- INTERNAL DEVELOPMENT
- LANGUAGE IN POSTS