

Diverse Interview Panel Criteria and Frequently Asked Questions

Inclusion is everyone's responsibility and as part of our fresh look at recruitment processes to help ensure we make the best possible recruitment decisions; diverse panel criteria was introduced earlier this year for all Nursing and Midwifery interviews. Over the coming months this is being rolled out to all other staff groups so that we provide a fair, equitable and positive interview experience.

- **What are the criteria for a diverse panel?**
No single gender and no single ethnicity (i.e., no all White, all South Asian, or all Black African heritage)
- **How many people should be on an interview panel?**
There should be a minimum of three people on every panel.
- **Do all panel members have to be from the same staff group?**
No, providing you have panel members who can assess the skills required for the role additional panel members can be from other staff groups. It can be really valuable to the process to have people from different backgrounds and will be of benefit to you as a panel.
- **Do additional panel members need to be working at the same level as the post being recruited to?**
No, people bring value to the interview process regardless of their role.
- **We don't have the right diversity in the department for a diverse panel, what do we do?**
Additional panel members can be from other care groups and departments across the Trust.
- **Should we include additional panel members in the planning process?**
Yes, everyone on the interview panel should be involved in all pre interview planning and in the decision making.
- **Should the diverse panel criteria apply to every interview panel?**
Yes. A diverse panel has an impact on all candidates and helps to ensure we are recruiting colleagues with the right values.
- **Why is it beneficial to have a diverse interview panel?**
Bringing diversity to our interview panels isn't only the right thing to do, it is immensely beneficial for both the interviewees and UHMB. By adding a new perspective, diverse interview panels encourage us to think more broadly and inclusively about who we recruit. It also sends a positive message that we are an inclusive organisation, which is an important value and cultural must-have for many when looking for their next career move or place to work.

If you have any further queries, please speak to your care group or directorate People & OD Business Partner or email gillian.day@mbht.nhs.uk