OPERATIONAL MANAGEMENT GROUP

POSITIVE ACTION EVENT - UPDATE

Background

1. Recruitment equal opportunities monitoring has identified that the number of applications from Black and Minority Ethnic (BME) candidates, and their success in the recruitment process, is lower than we would wish. The steps we have taken so far to improve this situation (such as attending BME job fairs) have resulted in little significant improvement.

2. In response to this a positive action programme was devised to promote the Parliament as an employer to BME people. One aim will be to offer attendees the opportunity to apply for short term work placements/shadowing. Placements are envisaged to last for two days (to strike a balance between not making them too onerous for Offices, whilst providing sufficient opportunity for candidates to benefit from their placement), up to a maximum of 20 individual placements. Human Resources and Strategy and Development Office will co-ordinate applications for placements to ensure that there is a fair spread across Offices. Once an individual has been placed Offices/business areas will be responsible for developing the placement programme and liaising with the individual.

3. Directors’ Group agreed in principle to this approach, and the July event is to be used to gauge the level of interest in placements, and in which business areas. When we have established what the interest is we will return to OMG with full details.

Contact: Dominic Johnston, 86638

Timing

4. The event is will take place in the Parliament on 9 July 2009 between 1 pm and 4 pm and will consist of:
   • interactive workshops covering our application and interview process
   • the HR Office promoting a number of specific vacancies on the day;
   • Office stands with an opportunity to speak to staff about their jobs;
   • tours of the building, with a focus on Holyrood as a workplace;
   • information about placements and application packs;
   • and refreshments and reception afterwards.

A poster publicising the event is attached.
Resource Implications

5. Staff resource from across the organisation will be required to participate on the afternoon of the event, along with support for any subsequent placements.

Equalities Implications

6. There are obvious equalities implications. The event will help the SPCB to raise its profile amongst BME community groups in Scotland by demonstrating a real commitment to equality and diversity.

Publication Scheme

7. This paper is suitable for publication under the SPCB’s Publication Scheme.

Next Steps

8. In helping to make the event a success your involvement and participation would be appreciated. We would be grateful if you could consider whether you wish to provide a “stand” on the day, and if so, put forward suitable colleagues to take part. We would like a good spread between job roles and grades and notes of interest should be sent to Dominic Johnston by 19 June.

9. To flag up to Group/Office Heads that any placements would come on stream from late August, so that they may give some early thought to accommodating applications for placements in their Group or Office. This should include nominating someone to liaise with HR/SDO in arranging placements.

Human Resources
June 2009