



## ***Recruitment for Diversity: Minimizing Bias in the Hiring Process with Laura Branca and Kirby Edmonds***

**Monday, June 26, 2017**

**9:00 am - 3:00 pm**

**Fee \$120 includes nutritious snacks and drinks but lunch is not provided**

**REGISTER ONLINE at [www.hsctc.org/workshops](http://www.hsctc.org/workshops)**

**Borg Warner Conference Room, Tompkins County Public Library,  
E. Green St. at S. Cayuga St., Ithaca ([driving and access directions below](#))  
Presented by the Human Services Coalition  
Co-sponsored by the Tompkins County Public Library**

**This workshop is offered in conjunction with *Recruiting for Diversity – Minimizing Bias in the Hiring Process* also led by Laura Branca and Kirby Edmonds. A participant who registers for both workshops at the same time will receive a 10% discount (\$12 off each training).**

**THIS ONE-DAY WORKSHOP IS FOR PROFESSIONALS WHO ARE RESPONSIBLE FOR RECRUITMENT AND HIRING IN THEIR ORGANIZATIONS, AND WHO ARE FAMILIAR WITH THE BASICS OF CULTURAL COMPETENCY, AND THE VALUE OF WORKFORCE DIVERSITY AND INCLUSIVE PRACTICES.**

This session will help you explore which kinds of diversity you are seeking, reasons why organizations seek to increase diversity yet often fail at diversity efforts, the power of relationships and networking, and practical strategies to attract and keep good candidates.

Even the most genuine organizational and personal commitments to recruit a qualified pool of candidates offering an array of cultural backgrounds and identity differences can be undermined and thwarted by the influence of unconscious bias. All of us carry biases that operate outside of our conscious awareness—implicit biases and preferences that are even contrary to or inconsistent with our own values. The good news is that we can retrain our brains, develop greater self-awareness, rigor and integrity in our hiring practices and decisions, and ensure that good candidates are not excluded.

Goals include:

- Increased understanding of implicit bias and how it can affect efforts at inclusive hiring processes
- Develop practical strategies for recruitment and hiring for diversity.
- Develop practical strategies to foster the retention and success of new hires through onboarding, orientation, clear expectations, training and support
- Strategies to cultivate relationships and expand your reach through networking

We recommend that if at all possible, at least two people come from each organization to increase the likelihood that the strategies developed during this workshop can actually be implemented at work.

### **About the Presenters:**

**Laura Branca** is a managing partner at Training for Change (TFC) Associates, founded in Ithaca in 1982. She leads interactive training and retreats on organizational change, planning, leadership development, team building, communication, decision-making, handling conflict, diversity inclusion, and building culturally competent organizations and coalitions. She particularly enjoys teaching group dynamics and training and facilitation skills. Her associate at TFC is Kirby Edmonds.

Laura is Board President and a co-owner of Moosewood, Inc., and a Senior Fellow with the Dorothy Cotton Institute. She also designs and facilitates the Multicultural Resource Center's well known and widely praised "Talking Circles on Race and Racism." Laura has more than 30 years of experience teaching conflict management, helping people resolve interpersonal, organizational and community conflicts, and mediating for the Community Dispute Resolution Center.

**Kirby Edmonds**, a managing partner at Training for Change (TFC) Associates, has designed and delivered numerous workshops for counselors in the areas of basic counseling, group counseling and developing cultural competency. He has

designed training workshops, written manuals, and provided consulting services for a wide variety of organizations and networks including UNICEF, NTEU, Corning, Inc., Pennsylvania Department of Health, National Skill Standards Board, National Rural Development Partnership, Supreme Court of Ohio, AFL/CIO, Solidarity Center, union executives in the manufacturing sector, migrant workers' alliance in New York State, and a multicultural leadership project for youth.

Kirby is a trained mediator with over 25 years' experience managing and resolving interpersonal, multi-party, inter-organizational and community conflicts. He also teaches courses in conflict management and cooperative conflict resolution.

### **Registration and Payment**

**Register online at [www.hsctc.org/workshops](http://www.hsctc.org/workshops).** If you are unable to register and pay online please call 607-273-8686 or email [registration@hsctc.org](mailto:registration@hsctc.org).

### **Cancellation Policy**

**All registration sales are final.** At times a workshop may be cancelled due to inclement weather or other issues. If this occurs, we will post the cancellation on our website: [www.hsctc.org/workshops](http://www.hsctc.org/workshops), email all registered participants, and refund any prepaid fees. If you plan to walk-in, please check our website for the most up-to-date information prior to attending.

### **Scholarships**

Limited scholarships are available to agencies whose non-profit board and staff members cannot attend without one. To request a scholarship, email: [registration@hsctc.org](mailto:registration@hsctc.org) in advance of the workshop.

### **Snacks**

Coffee, other drinks, and snacks are provided at all workshops; lunch is not provided. Attendees at sessions in the Borg Warner Room may leave and eat lunch on the beautiful Ithaca Commons.

### **Special Needs**

Please notify us if you have any special needs; the Coalition wishes to make its workshops accessible to everyone.

**For the comfort of everyone, HSC workshops are fragrance free. We appreciate your cooperation.**

### **Driving and access**

The Library is located in downtown Ithaca on the corner of East Green and South Cayuga Streets.

### **Directions for accessing the Library**

The Library does not open its Main door until 9:30 am, so walk to the northeast corner of the building opposite the TCAT Green Street Station, turn right and enter at the door on the right under the green canopy. The Borg Warner room is immediately on your right.

### **Driving Directions**

**From North or South on Rt. 13 or 34:** Proceed to Green Street in downtown Ithaca. Turn East (toward Cornell and downtown) on Green Street. Proceed approximately six blocks to Cayuga St, take a right turn and proceed as below.

**From South on Rt. 96b:** Proceed down hill on Aurora Street to East Clinton Street.

Turn left and proceed to Cayuga Street. Turn right on Cayuga Street and proceed as below.

**From East on Rt. 79 or 366:** Proceed to downtown on State St hill and veer right onto Seneca St at the bottom of the hill. Stay in the left lane of Seneca St until you come to Cayuga St. Turn left on Cayuga St and proceed as below.

**From West on Rt. 79, 96 or 89:** Proceed east to Fulton St. Turn right on Fulton St and stay in the left lane. Turn left on Green St and proceed about seven blocks to Cayuga Street. Turn right and proceed as below.

**From all directions:** Park in the Cayuga St. parking garage behind the Library and across from the Holiday Inn, or in the Green St. garage (entrance is past the "Pay and Display" and after the Cinemapolis sign on the left) diagonally across from the Library. Please note that "Pay and Display" parking is an option but the cost is twice that of the Green St. or Cayuga St. garages. The Library does not open the main door until 9:30 am, so go to the northeast corner of the Library building next to the TCAT Green Street Station, turn right and enter at the door on the right under the green canopy. The Borg Warner room is immediately on your right.

### **Accessible Parking**

We recommend parking on the first floor (it's actually the second floor of the structure) of the Green Street parking garage near the lime green wall labeled "Green Street." There is an elevator that will take you down to the ground floor which

outlets at the crosswalk on Green Street. Cross the street, turn right and it's a short distance to the northeast corner of the library, next TCAT's Green Street Station. Enter at the door under the green canopy. The Borg Warner room is immediately on your right. If the accessible parking spots are taken near the elevator you can also go one floor up and there are more spaces next to the elevator on the roof.

**The Coalition is a United Way agency.**