

Disability-Inclusive HR 2: Accessible Recruitment, Interviews & Accommodations

Webinar Series: High-Impact UN Business Operations



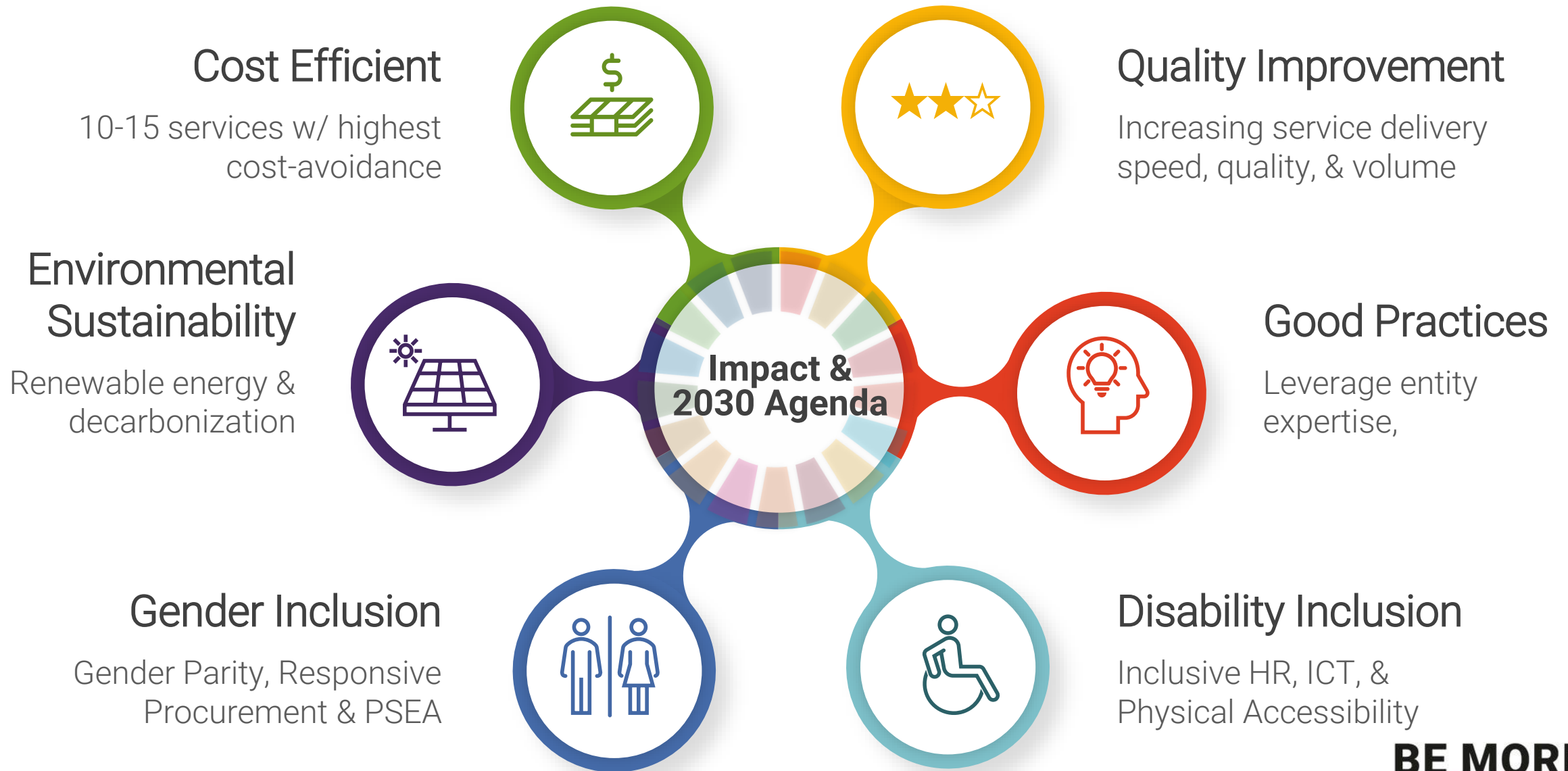
Agenda

- ▶ **Welcome & Intro**
- ▶ **BOS & High-impact services**
- ▶ **UNDIS & Accountability Scorecard Overview**
- ▶ **Inclusive HR**
- ▶ **Recruitment & Reasonable Accommodation - UNHCR**
- ▶ **Field Experience in Inclusive Recruitment - WFP**
- ▶ **Q&A**



Disability Inclusion High-Impact Operations

High Impact Common Services





Standards: Inclusive HR Common Services



1. Identify & Engage with Persons with Disability & Disability Specialists



3. Orient Staff on Disability Inclusion & Reasonable Accommodation



5. Hire Persons with Disability



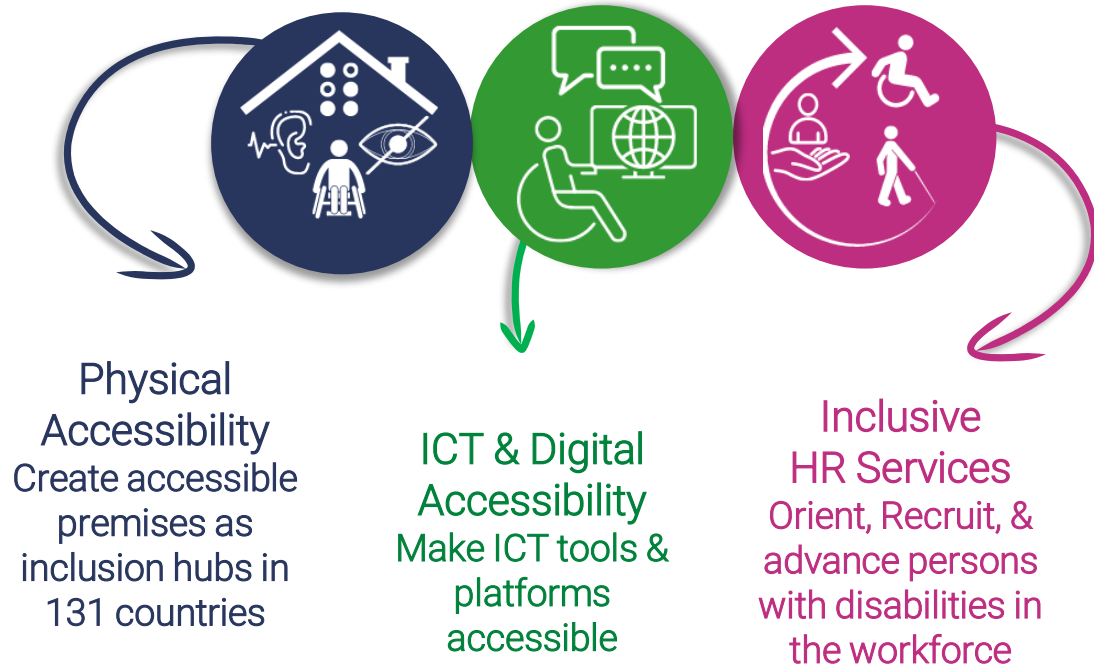
2. Mapping of Disability Inclusive HR Process



4. Joint Accessible UN Career Fairs & Recruitment Orientations

Disability Inclusion

Completed initial work to identify improvements for UN operations in **three areas**:



*Developed based on international standards (e.g., ISO, WCGA) & collaboration of disability inclusion specialists from Kessler Foundation, JP Morgan, UN ILO, UNICEF, ITU, UNHCR, DCO

Piloting in few country offices
& funds to conduct a pilot

- 1 Albania
- 2 Lebanon
- 3 Lesotho
- 4 Montenegro
- 5 Namibia
- 6 Nepal
- 7 Costa Rica
- 8 Dominican Republic
- 9 Indonesia
- 10 Pacific Islands (Fiji)
- 11 Guatemala
- 12 Iran
- 13 Nigeria
- 14 Tajikistan
- 15 Uruguay
- 16 Sao Tome & Principe

Overview

UN Disability Inclusion Strategy



- Launched in June 2019 by the Secretary-General
- The Strategy includes a **Policy** and an **Accountability Framework**, which has two aligned components:
 - An entity accountability framework
 - A **UN country team accountability scorecard on disability inclusion**
- Strategy covers both programmes and operations
- Aligned with other UN system priorities on inclusion: gender, youth, indigenous persons

UNDIS Accountability Framework

UNCT Accountability Scorecard on Disability Inclusion



- UNCTs report on implementation of the Strategy through the UNSDG Information Management System (IMS) by the end of each calendar year.
- Technical Guidance Notes and reporting template can be used to help facilitate UNCT self-assessment and reporting process and are available to download from UNSDG Knowledge Portal.

LEADERSHIP, STRATEGIC PLANNING AND MANAGEMENT	INCLUSIVENESS	PROGRAMMING	ORGANIZATIONAL CULTURE
1. Leadership	5. Consultation with Organizations of Persons with Disabilities	8. Joint Programmes	12. Employment
2. Strategic Planning	6. Accessibility of UN Premises and Accommodation	9. Data	13. Capacity Development for UN Staff
3. Cooperation Framework	7. Inclusive procurement of goods and services	10. Monitoring and Evaluation	14. Communication
4. UNCT Set-up and Coordination		11. Humanitarian	

- Secretary-General: UN should be an “employer of choice” for persons with disabilities
- Non-discrimination Statement (indicator 12)
- Vacancy announcements and outreach (indicator 12)
- Accessibility (indicator 6)
- Reasonable Accommodation (indicator 6)
- Capacity development for staff (indicator 13)

Disability Inclusive HR



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UNHCR
The UN Refugee Agency

Talent Outreach

Building Internal Capacity to Promote UNHCR as
an Employer of Choice to Persons with Disabilities



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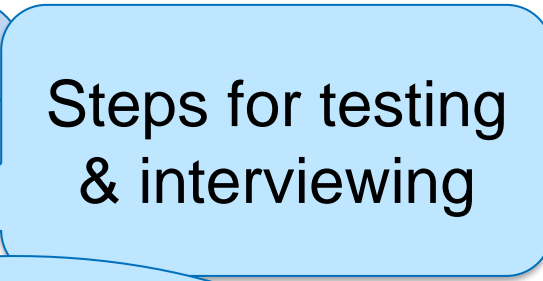
UNHCR
The UN Refugee Agency

UNHCR Guide to Disability Inclusive Testing and Interviewing

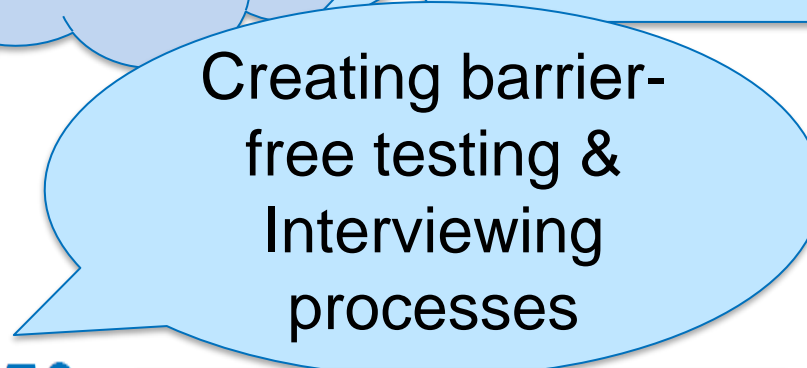
UNHCR GUIDE TO
DISABILITY INCLUSIVE
TESTING & INTERVIEWING
DURING RECRUITMENT PHASES



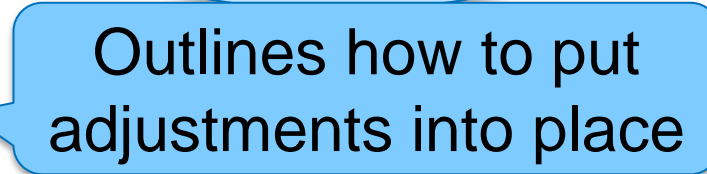
Busts myths



Steps for testing
& interviewing



Creating barrier-
free testing &
Interviewing
processes



Outlines how to put
adjustments into place

IDEA Hub
Research Paper
on Assistive
Technologies for
UNHCR

Activities



3-Session Workshop with
Disability Resources Group on talent outreach



Training Session with Recruiters / champions
participating in career fairs



Distribution of resources including key
messages to share with audience

Activities



Participation in targeted career fairs with trained recruiters with outreach conducted by third-party providers



Guidelines on Disability Inclusive language disseminated to be used in the promotion of opportunities



Engagement with other UN Agencies for lessons learned to enhance our recruitment programmes

Accommodation/Adjustment Statement - Careers Page

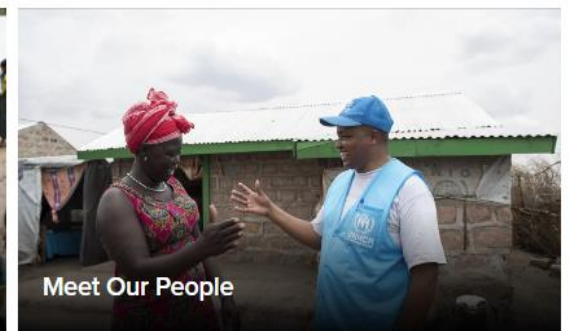
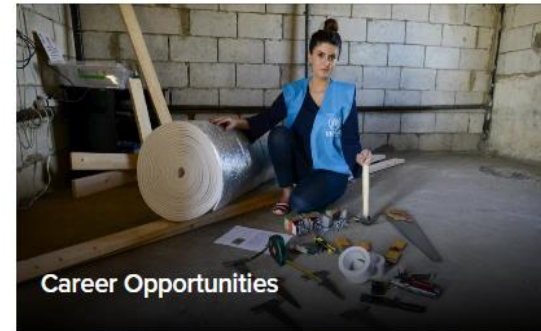
Disability inclusion

If you are a person with a disability and face technical challenges during the recruitment process you can contact us [here](#). Providing information to this email box is optional and will be treated strictly confidentially.

Examples for types of requests:

- 'I have applied for the HR Officer position advertised in Iran and I would like to let you know that I will need sign language interpretation for potential interviews.'
- 'I tried to apply for the Protection Officer position advertised on the website. I have a visual impairment so I would appreciate help with filling in the application form.'
- 'I have limited mobility and I want to apply for a position in Juba. Is the office wheelchair-friendly?'

Adjustments for candidates with disabilities will be provided as best as possible and as needed upon request. **All** candidates will be assessed based on meeting the requirements for each vacancy in relation to experience, skills, and education.



Featured Colleagues

“...many disabilities are invisible. When you work with someone, you have to be kind...”

Everybody at UNHCR understands this, which makes it an excellent place to work, whatever your disability.”

E.S.



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WFP

across the world



- **HEADQUARTERS IN ROME**
- **6 REGIONAL BUREAUX** (**Bangkok**, Cairo, Dakar, Johannesburg, Nairobi and Panama)

- Working in **120 COUNTRIES**
- More than **21,800 EMPLOYEES**. Most are locally recruited
- A vast supply chain network enabling rapid,

LIFE-SAVING FOOD ASSISTANCE throughout the world

- Specialist centres for **INNOVATION AND DEVELOPMENT OF HUNGER SOLUTIONS**



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WFP RBB HR commitments and initiatives to enhance disability inclusion

WFP DI road map operationalizes the UNDIS in the WFP context through **8 key result areas** with commitments and actions on disability inclusion.

The commitments and actions seek to enhance disability inclusion within WFP, as well as enhance its performance against the UNDIS accountability framework.

Regional Bureau Bangkok Human resources Pilot project is Disability Inclusion initiative of 2 key result areas: employment and reasonable accommodation and capacity development.

Focus areas: Review of RBB recruitment process and global HR policies and capacity building of RBB HR people on inclusive hiring.

The main objective of the HR DI pilot project is to remove systemic barriers (policy, process, attitudinal) to **ensure that people with disabilities can participate equally in the recruitment process of WFP**. It also aims to increase WFP's institutional knowledge regarding barriers to full and effective participation faced by applicants with disabilities.



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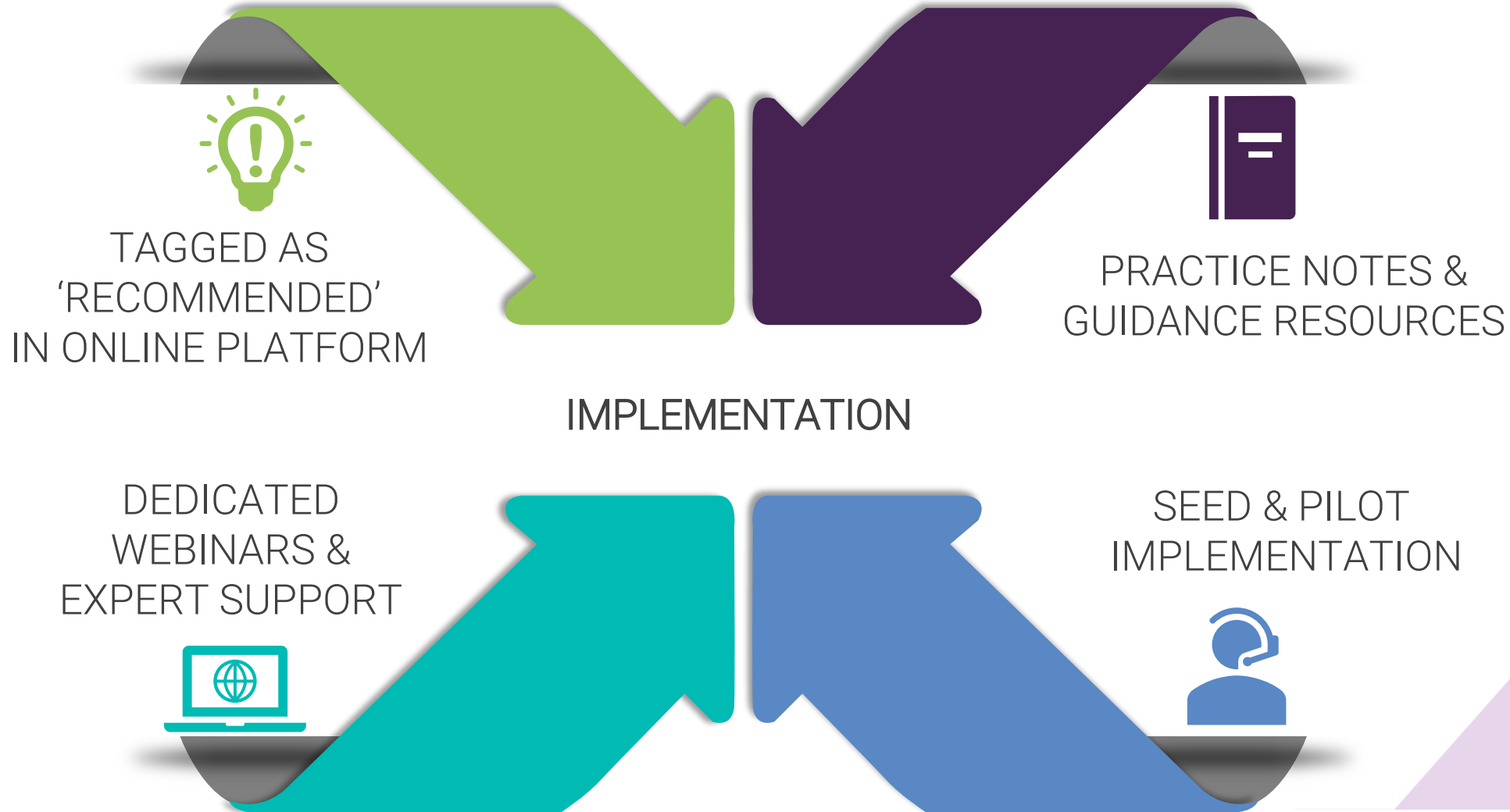
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Lessons learned: employment and reasonable accommodation & capacity development

- **Employment - Recruitment of Regional DI Advisor.** The job was shared with DI community by our Global DI Head. We received a reasonable accommodation request from candidate with visual impairment, who needed support with application process. We had 2 people who requested reasonable accommodation for technical assessment – we accommodated test – system and process and online video interview. We hired for our Regional DI Advisor a person with disability.
- **Reasonable Accommodation in recruitment processes - RBB HR Disability Inclusion Technical Guidance Note.** HR launched 3-month DI Pilot project with external DI expert. To review our recruitment processes and policies and develop a technical guidance note with recommendations for DI next steps for HR. RBB HR has completed few actions like development and implementation of Inclusive & Accessible Vacancy announcement and HR capacity building on Inclusive hiring.
- **Capacity Development - RBB HR DI TOT Training.** 4-month project with external DI expert to build capacity of regional HR through Workshops on Inclusive hiring and DI fundamentals. Valuable lessons learned from interactive job coaching session with PwD, which created direct interaction and better understanding of the realities of persons with disabilities.

HICS - Roll-out & Implementation support



Q&A

Use Q&A box,
Chatbox, or
Raise hand

Thank You

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