



LABELS

GET IN THE WAY.

DISABILITIES

RARELY DO.

Learn the truth.

# Using Best Practices in Disability Recruiting to Comply with new Federal Regulation Changes

# Overview of Today's Conversation

- + Address new 503 regulations aimed at increasing employment of workers with disabilities
- + Differentiate disability recruiting from other types of diversity recruiting
- + Provide concrete strategies to engage, recruit and hire job candidates with disabilities

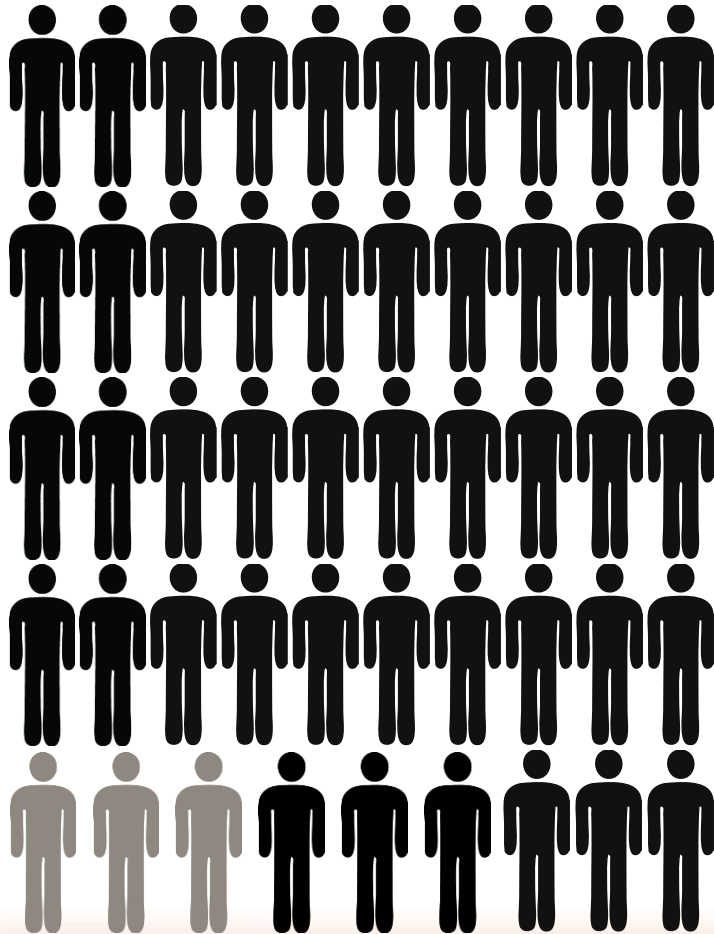
# Job Candidates with Disabilities are a Heterogeneous Group

- + One in five Americans has a disability – globally it's equal to the population of China (1.3 billion)
- + The disability community is the 3<sup>rd</sup> largest market segment in the U.S. – ahead of African Americans and Hispanics
- + Nearly 30% of U.S. families have a family member with a disability

# The ADA Defines Disability Broadly

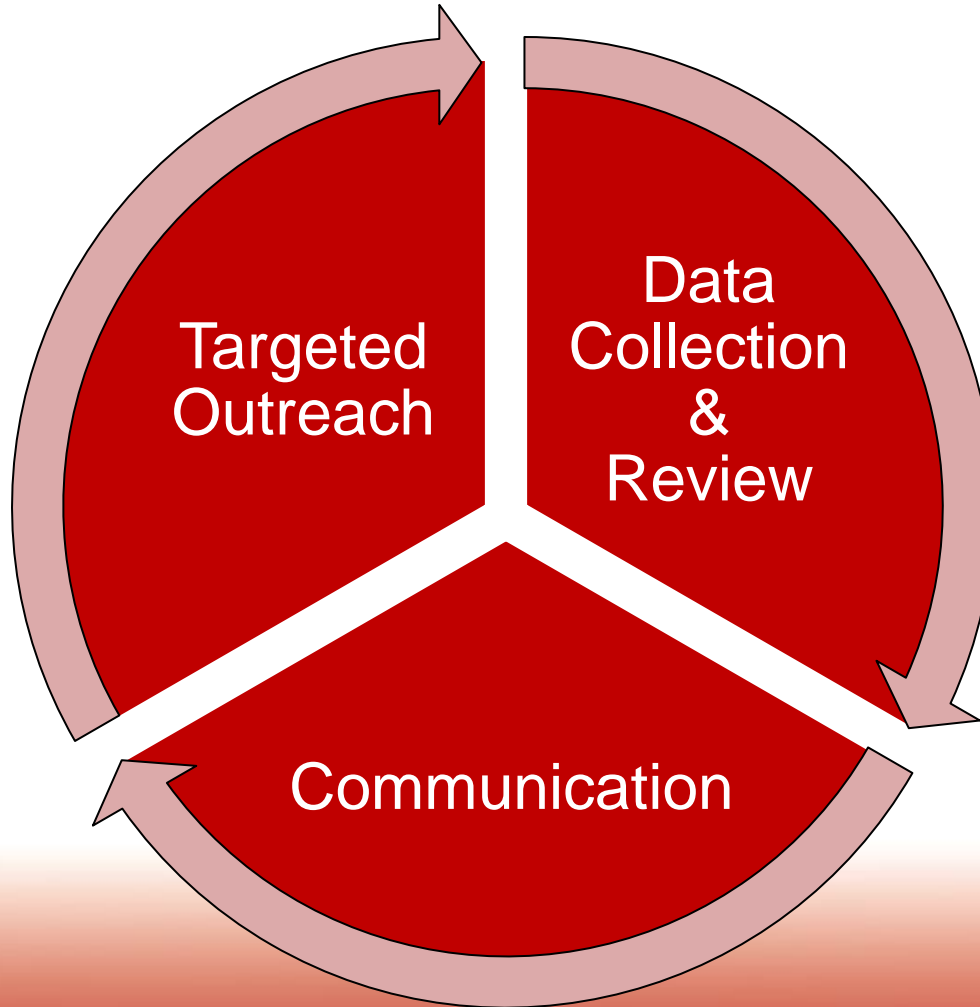
- + A physical or mental impairment that *substantially limits* one or more major life activities; a record (or past history) of such an impairment; or being regarded as having a disability
- + Section 503 uses the ADA's definition of disability as the basis of its new compliance requirements

# Section 503 of the Rehab Act



Requires contractors to have Affirmative Action Plan for 7% utilization goal of qualified workers with disabilities by March 24, 2014

# 503 Regulation Compliance Components



# Targeted Outreach



**Documented outreach and positive recruiting activities** targeting workers with disabilities

**Clear, consistent messaging** on self-identification for applicants with disabilities

**Equal employment** clause in subcontracts

# Data Collection



**Contractors must document & quantify:**

1. # of applicants known to have disabilities;
2. # of individuals with disabilities hired; and
3. Total # of job openings and jobs filled

**Open Records Access** for OFCCP review



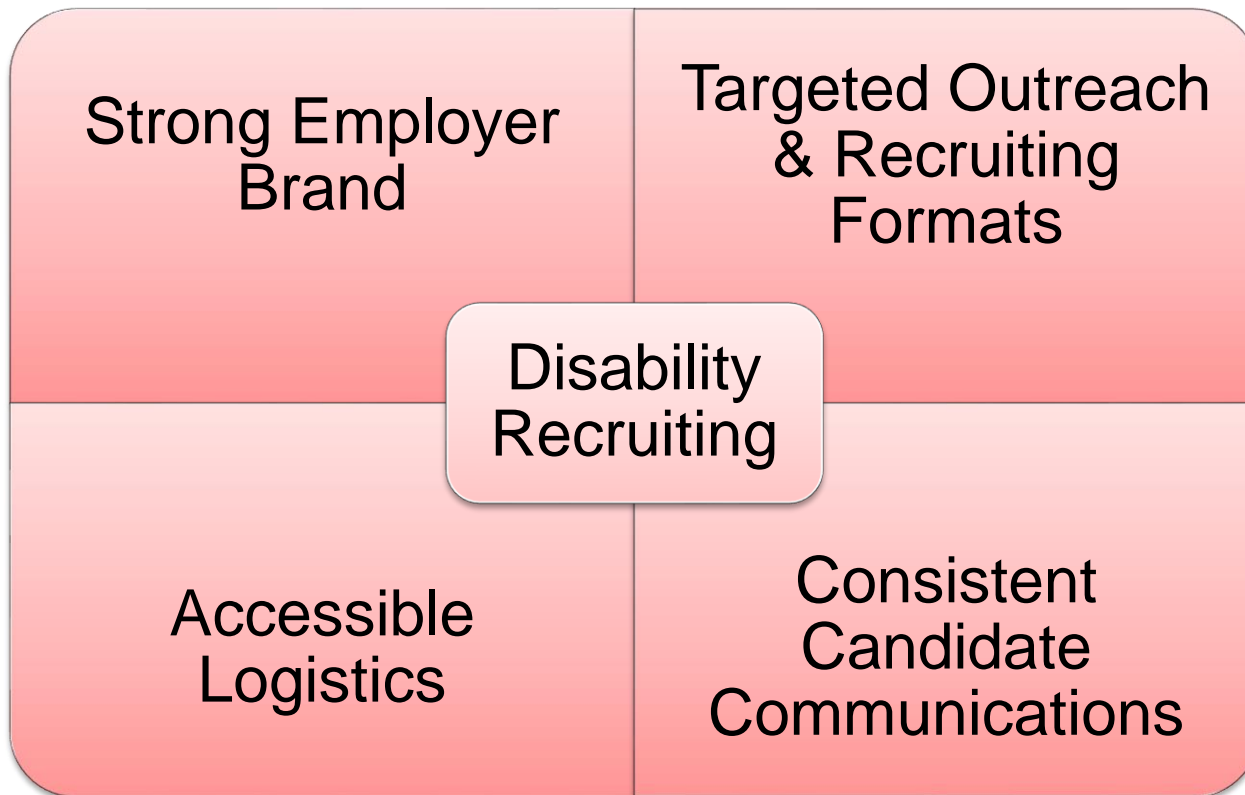
# Communication



**Educate hiring managers** on 503 Regs including implications of ADAAA and requirements to invite self-identification:

1. **“Invite” applicants to self-identify** at pre and post-offer stages
2. **“Invite” workers to self-identify** as having a disability every 5 years

# Diversity Recruiting



# Disability Recruiting Under 503: Building a Strong Employer Brand

- + **Outreach:** Align your employer brand with diversity recruiting brands that are recognized and trusted by candidates with disabilities
- + **Data Collection:** Create measurable impact from logo placements and event participation that showcase your commitment to disability hiring
- + **Communication:** Promote accessible recruiting strategies through PR opportunities, on your career pages and publicize current disability engagement with your existing workforce

# Disability Recruiting Under 503: Targeted Outreach & Recruiting Formats

- + **Outreach:** Start connecting directly to candidates with disabilities with targeted job postings, disability recruiting events or by working with disability-specific sourcing firms
- + **Data Collection:** Using targeted formats like online job postings and virtual career fairs creates engagement metrics to begin quantifying impact
- + **Communication:** Train your teams to incorporate these targeted outreach formats and activities into their recruitment plans

# Disability Recruiting Under 503: Accessible Logistics

- + **Outreach:** Make the interview process as accessible as possible - ask applicants if they need interview accommodations
- + **Data Collection:** Document and record your efforts to make application and interview processes accessible
- + **Communication:** Publicize accessible recruiting and hiring strategies to applicants and ensure your teams are trained in accessible recruiting, interviewing, hiring and on-boarding techniques

# Disability Recruiting Under 503: Consistent Candidate Communications

- + **Outreach:** Contractors are now required to invite applicants to self-identify at the pre-offer stage
- + **Data Collection:** Formalize self-identification tracking mechanisms to capture data on the number of job applicants with a disability
- + **Communication:** Employers can communicate the invitation to self-identify after screening applicants for basic job requirements

# Finding Unique Opportunities to Engage Job Seekers with Disabilities

- + Participate in online career fairs and other online opportunities targeting job seekers with disabilities
- + Use social recruiting to connect directly to workers with disabilities
- + Source candidates with disabilities through targeted professional networks and search firms

# Questions?

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# Thank you