Greetings!
We are thinking of all of you who are school administrators. Responsible for caring for vulnerable students and their families during the current school closure, you also want to continue building a diverse staff of highly qualified educators who can help your students now and into the future. In this issue, we offer some timely reminders that can help.

Questions to ask your candidates

These questions help gauge candidates' readiness to work with a diverse student population:

Describe what attracts you to this role and the experiences that have prepared you for engaging in this work.

Tell me about a time when you had to build trust within a community that you were previously unfamiliar with.

How does your racial or cultural identity present itself in the classroom?

Tell me about the most successful student-centered programs you have implemented.

Three tips for the interview process

Be intentional in your screening of applications. What biases are triggered when you read resumes and cover letters?

When interviewing, ensure that the diversity of your community is both evident and a resource. Who greets the candidate? Who is on the interview committee?

Standardize the interview process to increase the likelihood of treating all candidates equally: What skill sets and competencies are you seeking? How are you assessing candidates with a uniform lens? Align interview questions to these competencies. Print out the questions and display them in front of candidates.

Virtual interviews: What to consider

Don't assume the candidate has a laptop or knows how to use the virtual platform chosen for the interview. Make sure to include clear directions and a phone/audio option.

Consider telephone interviews. Bias may
partnership you have worked in. What was your role in the partnership and what made it successful?

More resources

**Hiring for Equity: Disrupting Bias in the Interview and Selection Process** (Ramon DeJesus)
Slide deck on best practices for hiring a diverse teaching staff

**The Case for Windows and Mirrors** (Sharif El-Mekki) Slide deck on why teacher diversity matters for students

**Virtual Talent Guide** (The New Teacher Project) Resources to help you find and hire diverse talent in a virtual world

**Racial Equity Tools** to help you keep racial equity and justice at the forefront of your work during the COVID-19 epidemic

**Remaining Compassionate and Authentic While Hiring Remote** (Edgility)

Provide various time options for interviews since many people are now juggling family and/or work responsibilities from home.

Make sure your chosen platform conforms with FERPA and your HR department's confidentiality standards.

Have questions?

Contact us at Paradigm Shift or reach out to the recruitment manager in your district.

Visit our website