



Public Service Commission Supports for Inclusive Recruitment

2021 National Managers' Community Symposium
October 27, 2021

Purpose

- To outline the Public Service Commission (PSC) inclusive recruitment supports available to departments and agencies
- To highlight PSC guidance, tools, and inventories with a focus on hiring Indigenous Peoples and Persons with Disabilities

“Building a diverse, equitable and inclusive Public Service is both an obligation and an opportunity we all share. We must advance this objective together, acting both individually and collectively, and recognizing that our progress will rely on amplifying the voices of those within our organizations to help lead the way.” – Clerk’s Call to Action

Diversity and Inclusion Commitments

As public servants, we are all working towards an inclusive public service and to meet commitments under several key drivers:

- The Clerk of the Privy Council's [Call to action on anti-racism, equity, and inclusion in the Federal Public Service](#), which, among other things, calls all Public Service leaders to recruit highly qualified candidates from Indigenous communities and Black and other racialized communities from across all regions of Canada
- The [Many Voices One Mind – Reconciliation in the Public Service](#) report recommendations which encourage and support Indigenous Peoples to join the Public Service
- The [Truth and Reconciliation Commission - Call to Action # 7](#) which calls upon the federal government to develop with Aboriginal groups a joint strategy to eliminate educational and employment gaps between Aboriginal and non-Aboriginal Canadians
- Goal 1 of [The Accessibility Strategy for the Public Service of Canada](#) which aims at removing barriers to the recruitment of persons with disabilities and supporting departments for the hiring of 5,000 net new persons with disabilities over the next five years
- [Building a Diverse and Inclusive Public Service: Final Report of the Joint Union/Management Task Force on Diversity and Inclusion](#) establishes the case for diversity and inclusion and makes recommendations for the public service.
- The [2021/2022 Deputy Minister Commitments on Diversity and Inclusion](#), which were just updated, include calls to:
 - Increase the representation of Black people and other racialized groups, Indigenous People, and persons with disabilities within all levels of the organization
 - Ensure that internal and external policies and programs are inclusive and free of systemic racism and barriers

How the PSC Can Help – Guidance

- We provide guidance, training, and support to departments through our regional offices as well as through online tools:
 - The [Hiring and assessing candidates and employees for managers and HR specialists](#) web page provides a wealth of information to help you:
 - [Hire qualified candidates](#)
 - [Assess candidates and employees for staffing and development](#)
 - [Learn about priority entitlements](#)
 - The [Staffing options to support employment equity, and diversity and inclusion](#) page provides a list of questions and answers related to inclusive hiring. You can submit your questions or comments through the page and we will use your feedback to refine and update our guidance
 - The [Inclusive Appointment Lens](#) provides key questions and areas for reflections for hiring managers to consider at each stage of the staffing process, from planning to appointment.

How the PSC Can Help – Recruitment of Indigenous Peoples

Inventories

- [Indigenous Student Employment Opportunity \(ISEO\)](#) - a national recruitment initiative for students who self-declare as Aboriginal under the Federal Student Work Experience Program (FSWEP), ISEO features an onboarding process, training, activities, and support services designed for students and managers/supervisors.
- [Indigenous Career Pathway \(ICP\)](#) - an inventory of Indigenous candidates with varying academic backgrounds, career interests and skill sets to increase Indigenous public service representation and facilitate the matching between managers and Indigenous candidates.

Tools and Supports

- [Indigenous Recruitment Toolbox](#) - This repository of resources better equips hiring managers and human resources (HR) advisors for recruiting, and hiring Indigenous peoples in the federal public service. The toolbox provides tools, resources, advice on Indigenous recruitment, and outreach and initiatives the PSC and other departments offer.
- [National Indigenous Student Circle \(NISC\)](#) - founded by Indigenous students in the Public Service, this network works closely with the PSC's Indigenous Center of Expertise (ICE) to provide networking opportunities and information sharing, improve the Indigenous student employment experience and gain valuable feedback on the Indigenous student/youth experience.

The **Indigenous Centre of Expertise**, within the PSC, has the mandate to supports and facilitates the recruitment and staffing of qualified Indigenous candidates throughout the public service.

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How the PSC Can Help – Recruitment of Persons with Disabilities

Inventories

- [Federal Internship Program for Persons with Disabilities \(FIPCD\)](#) - a five-year program offering two-year internship opportunities in the public service. *More details about FIPCD are provided on the next slide.*
- [Employment Opportunity for Students with Disabilities \(EOSD\)](#) - a national recruitment initiative for students who self-declare as persons with disabilities under FSWEP, featuring an onboarding process, training, a mentorship program, activities, and support services designed for both students and managers/supervisors.
- [Virtual Door to Talent with Disabilities](#) - gives managers access to graduates who previously participated in EOSD and can now be hired through bridging and a pool of fully assessed candidates for entry level AS-01 or equivalent positions.
- Through a joint Human Resource Council (HRC)/PSC working group two targeted continuous intake inventories were launched for persons with disabilities: [Careers in policy and data analysis \(EC positions\)](#) and [Careers in digital and computer sciences \(CS positions\)](#), with additional inventories soon to be launched for the Financial Management and Science groups.

Tools and Supports

- [Hiring persons with disabilities: Managers Toolkit](#) - a resource for managers and HR professionals looking to hire persons with disabilities, grouped according to different stages in the hiring process.
- [Mentorship program](#) - EOSD has launched a self-directed mentoring program for students hired under the initiative to foster engagement and retention.
- [Assessment Accessibility Ambassadors \(AAA\) Network](#) - a community of practice supported by the PSC's Personnel Psychology Centre to share expertise in assessment accommodations and accessibility in departments/agencies.

The Centre of Expertise on Inclusive Recruitment, within the PSC, has the mandate to shift the GC recruitment landscape through evidence-based advice, support, guidance, and tools to make all stages of the recruitment and hiring process barrier-free and inclusive to all.

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Federal Internship Program for Persons with Disabilities

- The PSC's [Federal Internship Program for Persons with Disabilities \(FIPCD\)](#) is a five-year program (2019-2024), funded by the Treasury Board of Canada Secretariat (TBS), to support the federal commitment to hire 5,000 persons with disabilities by 2025.
- FIPCD provides 125 two-year internship opportunities in the federal public service to Canadians with disabilities, who have little to no previous work experience, to help them develop skills for future employment.
- To take part and ensure success in Cohort 3 (April 2022) and Cohort 4 (October 2022), departments can:

Establish internships aligned with ongoing needs

- Include roles that fit current and future organisational needs
- Focus on internships in city centres outside the NCR and in particular in Newfoundland, New Brunswick, Saskatchewan, and NWT, Yukon and Nunavut
- Ensure there is flexibility in assigning job roles, locations (virtual/telework) and hours

Support interns' integration

- Support interns as learners and help them grow into the roles
- Ensure interns have access to accessible forms and processes
- Ensure managers understand how to access workplace adjustments/accommodations for their interns
- Work with the supported employment agencies to optimize intern experience

Make a long term commitment to your intern

- When and where practical, appoint the intern to an indeterminate position. This can be done at any stage of the program

Progress to date

75 FIPCD funded internships in first **2** cohorts

Partnership with **28** federal organizations to hire interns

22 collaboration agreements with employment support agencies

6 interns hired indeterminately

Established key collaborations and MOUs for career coaching services, accommodations and adaptive technology

How the PSC Can Help – Other Recruitment Programs

- The PSC's [Post-Secondary Recruitment \(PSR\)](#) program helps graduates and professionals with work experience launch or advance their careers by pursuing opportunities in diverse fields across Canada and overseas.
- Managers contribute to public service renewal while reducing their time to staff by filling entry-level recruitment needs from PSC inventories or pools year-round with hundreds of candidates from across Canada.
- Departments can also showcase job opportunities or developmental programs by partnering with the PSC.

Our upcoming **Post-Secondary Recruitment Campaign** launches on October 27 for 4 weeks with candidates available for referrals in the spring 2022

- [Recruitment of Policy Leaders \(RPL\)](#) – helps candidates with policy expertise find mid-to-senior level positions involved in shaping public policy.
- Student Recruitment Programs -
 - [Federal Student Work Experience Program \(FSWEP\)](#) – helps full-time secondary or post-secondary students access full-time and part-time jobs year-round in the federal public service and benefit from valuable work experience.
 - [Co-op/Internship Program \(CO-OP\)](#) – offers students enrolled in a co-op or internship program the opportunity to gain valuable work experience through placements in their field of study.
 - [Research Affiliate Program \(RAP\)](#) - assists post-secondary students looking for practical research experience through applying their academic knowledge to ongoing research activities in the federal public service.

For more information or questions

HR specialists and managers can contact their nearest [PSC office](#) for [staffing and assessment services](#).