



## Recruitment Policy

### 1. Introduction

Ore Valley Housing Association (OVHA) aims to ensure that its recruitment and selection processes are fair and non-discriminatory. We recognise that our employees are our greatest asset and that we rely on the skills, competencies, and contribution of all employees to deliver high quality services to all our tenants and customers. The Association is therefore committed to the recruitment, **selection, and appointment of the right people to meet the needs of the organisation** and to actively promote equality, diversity and inclusion.

Our Recruitment and Selection procedures will comply with current statutory regulations and will reflect best practice.

Any Board, Committee or employee involved in the recruitment and selection of employees will receive the relevant training and guidance including the importance of equality diversity and inclusion and the avoidance of discrimination.

The Association has a clear policy on Equality Diversity and Inclusion, which underpin this policy, we also carry out equalities monitoring to ensure that we understand and address the needs of our organisation and its customers.

### 2. Aims of the Policy

The aims of this policy are:

- To recruit and select the best candidate for every vacancy
- To ensure recruitment processes are fit for purpose
- To ensure that access to employment opportunity is based on fair, objective and job related criteria
- To monitor and measure the effectiveness of the Association's recruitment and selection practices
- To reflect the Association's professionalism through the implementation of the recruitment and selection process
- To ensure that equality, diversity and inclusion plays a highly significant role in all aspects of the recruitment process to ensure that we employ a workforce which recognises, supports and celebrates our diversity.

### 3. Principles

This policy will be operated within the following principles:

- Be clear and understood by all employees
- Be fair and equitable and non-discriminatory
- Reflect the needs of the organisation
- Remain confidential amongst relevant parties
- Reflect statutory requirements and best practice
- Recognise, welcome and promote diversity amongst the workforce

### 4. Equality, Diversity & Inclusion

Ore Valley Housing Association is fully committed to equal opportunities and ensuring equality of treatment for all stakeholders, employees, customers and suppliers without discrimination or prejudice based on an individuals protected characteristics as defined in the Equalities Act as follows :-

- age
- disability

- gender identity<sup>1</sup>
- marriage and civil partnership
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation

The Association will always seek to follow best practice in order to ensure that the above group needs are understood, considered and accommodated wherever possible.

## **5. Review**

The effectiveness of this policy will be monitored on an ongoing basis and will be reviewed as appropriate, or according to statute and no later than 3 years from the date of implementation.

Maryjane Elder -

Andrew Saunders - CEO

Oct 2022

Next review date - Oct 2025

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<sup>1</sup> The inclusion of gender identity as a characteristic goes beyond the confines of the Equalities Act which only recognises gender reassignment as a protected characteristic. This is referred to in our [Equality, Diversity & inclusion Policy](#).