Recruitment Policy

Version 2.0 May 2022

All Go-Woman! Alliance CIC vacancies are advertised through agencies, community centres and the

GOAL website.

Each vacancy has a completed Job Description and Person Description Form.

Our recruitment process is then based on a two-staged interview process.

Candidates are matched to the job description based on the details from their cv's. A shortlist of

candidates is then compiled, for the first-stage interview.

From this stage, a shortlist is drawn up of the strongest, most well matched individuals, based on their

interview performance, their skills and the relevance of their experience. A minimum of three candidates

must be selected for this stage and a maximum of five. If the minimum level is not achieved, then

additional candidates are called.

This first stage interview is carried out on a one to one basis with a Director of the company.

The final interview is more rigorous and concentrates on the individual ability of the candidate and what

special skills that he or she can add to Go-Woman! Alliance CIC. A scoring mechanism is then used based

on interview performance, skills, academic and professional record, and unique attributes.

The final interview is based on a panel format with a maximum of three members on the panel where

required. Each member completes individual scorings for candidates.

A final decision is made within 48 hours of all of the final interviews taking place.

Reviewed: 30<sup>th</sup> May 2022

Review date: May 2023

Company Registration: 7545696

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