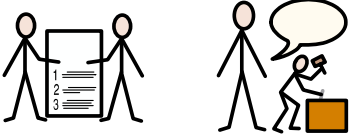
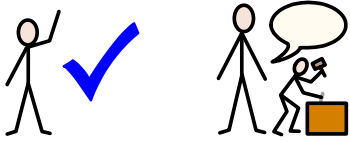
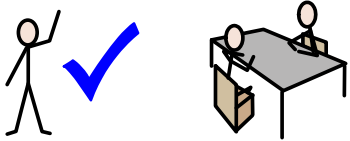
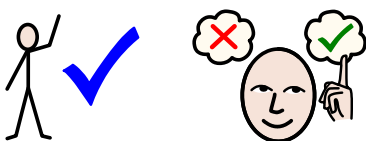
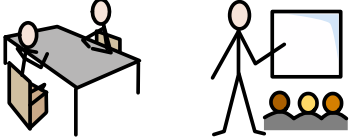
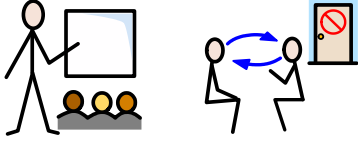

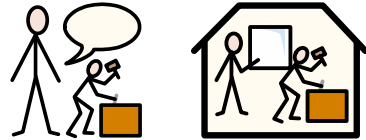


Recruitment and Selection Standards

No.	Standard	Examples	R A G
1	 <p>There is a co-produced policy in place for service user involvement in recruitment and selection processes.</p>	<p>Policy and procedure or strategy in place with evidence of co-production. Workshop minutes. Community meeting minutes.</p>	
2	 <p>Service users are involved in recruitment. For example: Designing/writing the adverts. Writing person specifications and job descriptions. Short-listing. Open/recruitment days.</p>	<p>Meeting minutes. Open day. Recruitment information. Adverts designed by service users. Person specifications. Information from open days.</p>	
3	 <p>Service users have the opportunity to be involved in interviews. For example being: Part of a main panel. Part of a service user panel. Developing questions and answer examples. Showing candidates around.</p>	<p>Meeting minutes. Interview records. Policies. Questions developed.</p>	
4	 <p>Service users can to be involved in the selection process.</p>	<p>Selection Criteria. Policies. Record of interview processes.</p>	

Recruitment and Selection Standards

No.	Standard	Examples	RAG
5	 <p>Training is given to service users on how to carry out a fair process for interviews.</p>	<p>Training records. Recovery College courses.</p>	
6	 <p>Training is given on communication skills and confidentiality.</p>	<p>Training records. Information leaflets.</p>	
7	 <p>Reward and recognition is considered in local policies. This may include: Paid roles. Additional activities or rewards provided for the ward community. Certificates of achievement. Personal references relevant to future courses, work experience, jobs.</p>	<p>Local policies. Certificates. References. Evidence of activities/ rewards. Meeting minutes.</p>	
8	 <p>Involvement in recruitment and selection is linked to Recovery College.</p>	<p>Train the trainer. Courses. Ethos of collaboration. Prospectus.</p>	
Total score for this area:			