



Project 2800

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Using the amended
Recruitment and selection directive

Connecting (Our Way) by Denise Proud

A new approach to recruitment

An amendment to the *Recruitment and Selection* directive now makes it easier to recruit Aboriginal and Torres Strait Islander employees to the public sector through *Project 2800*.

You can now seek out potential candidates and, if they meet the merit requirements of the role, appoint them - it can be that efficient.

The amendment provides greater flexibility in attracting and selecting Aboriginal and Torres Strait Islander employees, as it removes the standard advertising requirements for vacancies being filled in specific government employment initiatives such as *Project 2800*, whilst maintaining the principles of merit-based recruitment.

Not only does the amendment make agency processes potentially simpler and more effective, more importantly, it supports a smoother pathway to employment for Aboriginal and Torres Strait Islander people.

How this amendment came about

For some time, the PSC has been examining ways to facilitate and enable a closing of the gap in Aboriginal and Torres Strait Islander representation across the Queensland Public Sector workforce.

To achieve this, we recognise the need to find ways to remedy long standing barriers to employment.

One of the ways we can work towards this goal is by streamlining pathways to employment for Aboriginal and Torres Strait Islander candidates.

Changes to the directive and what it means for you

Current standard requirements for filling public service vacancies include advertising the position on the *Smart jobs and careers* website for a minimum two week period, and for potential applicants to apply for vacancies through this site.

This process can still be used, but our new approach brings the potential for greater flexibility and efficiency in attracting and recruiting Aboriginal and Torres Strait Islander candidates.

This means that you can be innovative in your approach – whether that is by sourcing applicants from job service providers, directly accessing candidates through careers fairs or applicant databases, or identifying other supply sources such as universities, training organisations, TAFEs, etc.

Putting it into practice

The following examples might give you an idea of how you can utilise the amendment in your agency*.

Scenario 1: meet a promising candidate, make an offer

- At a Careers Expo, you meet a prospective candidate who you think may be a good fit for a project officer position you are seeking to fill.
- You take down their contact details and call them following the expo, inviting them to come and have an informal discussion about working with you.
- Ensuring that at least two people agree to the suitability of the candidate is key, so you bring along the manager of the unit where the vacancy lies to chat to the candidate about their work experience and education.
- Each of you decides that the candidate meets the merit requirements of the role, and you are keen to offer them a position. You request a referee contact from the person, so that you can validate the candidate's skills, experience and qualities. Upon receipt of a positive referee report, you offer a position to the candidate.
- To record the selection decision, you write a brief statement outlining the candidate's merit for the position and the process you applied.

Scenario 2: find a good match, make a connection

- You have a one-off vacancy for an apprentice position you are seeking to fill. You access the *Project 2800 Candidate Database*, and search for candidates based on the specific skills required by this position.
- From your search you come across three potential candidates who look like they would meet the merit criteria.
- Ensuring that at least two people agree to the suitability of the candidate is key, so you ask each candidate to meet with you and the supervisor of the unit.
- You both assess that all candidates meet the merit criteria.
- To record the selection decision, you write a brief statement outlining the process you applied and why the chosen candidate demonstrated the greatest merit.
- Given that you have identified multiple suitable candidates, don't forget to seek their permission to share their contact information with colleagues who may be seeking to fill similar positions.

The following documents located on the PSC website may be of some assistance:

[Amendment of Directive 1/11 – Recruitment and selection](#)

[Directive 1/10 - Recruitment and Selection](#)

For more information about the amended directive, contact the PSC Advisory Service on 1300 038 742 or pscenquiries@psc.qld.gov.au

* *This information needs to be considered in the context of existing agency procedures for managing recruitment.*

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