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	<p>Your proposal should also include:</p> <ul style="list-style-type: none"> a) a copy of the unit's equity plan or most recent equity goals b) a summary of recent competitions and their results c) the reasons you are requesting a preferential or limited hire (see step 1) d) reference to the appropriate collective agreement and ensure your proposal does not violate it in any way e) any other relevant information 		
<p>4 Submit the proposal</p>	<p>for approval</p>	<p>Hiring Manager</p>	<p>appropriate Vice-President</p>
<p>5 Contact EQHR and/or HR</p>	<ul style="list-style-type: none"> x EQHR/HR can assist with specific selection procedures x HR can also assist with referring your request to the leaders of any relevant union or employee association 	<p>Hiring Manager</p>	<p>EQHR HR</p>
<p>6 Train the Selection Committee (optional but advisable)</p>	<p>EQHR and HR may be able to offer some or all of the selection committee training on limited and preferential hiring and on fair and equitable hiring practices more generally.</p>	<p>Selection Committee</p>	<p>EQHR HR</p>

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Post the position

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