

Inclusive strategies

INTERVIEWS



This factsheet can help you explore your interview processes and ways you can be more inclusive for Autistic and autism communities. Consider these inclusive strategies:

Before the interview	<ul style="list-style-type: none">• Provide interview start and finish times and the format of the interview – is it an individual or group interview?• Provide wayfinding instructions and building access requirements• Provide the names and contact details of people on the interview panel• Identify information or tools to bring to the interview
Interview questions	<ul style="list-style-type: none">• Consider providing in advance, at least the day before, the questions, topics or exercises that will be covered during the interview• Consider a mix of question and answer and practical demonstration• Ensure questions and tasks are clear and can be interpreted literally• Allow the applicant sufficient response time• Consider providing feedback if responses require further detail
Reasonable adjustments	<ul style="list-style-type: none">• Consider all requests for reasonable adjustments, including communication preferences or a support person
Interview environment	<ul style="list-style-type: none">• Consider sensory environment including light, noise, odour and temperature
Communication style	<ul style="list-style-type: none">• Don't rely on non-verbal communication such as facial expression, tone or body language• Normalise that an Autistic person may not use eye contact as their way to show attention or engagement
Next steps	<ul style="list-style-type: none">• Tell the Autistic person when they'll hear from you and what it will mean• Communicate about any additional steps in the recruitment process• For work trials, be clear about the duration and if it is paid or unpaid

By implementing this guidance, you are making a meaningful start in recognising Autistic strengths and all the ways that autism works. Contact the Office for Autism for more help!