

Disability Recruitment

Swinburne's AccessAbility Careers Hub is the first specialist careers service for students living with disability in Australia. The Hub can connect you with the best student talent and support your organisation's disability confidence.

How to attract more candidates living with disability:

- Make it safer for people to share their information with you
- Adopt a business-as-usual approach to inclusion
- Use government funding, resources and support
- Make disability an eligibility requirement
- Consult disability awareness and acceptance resources

Contact us to get involved with the AccessAbility Careers Hub and discuss your recruitment needs on access-careers@swinburne.edu.au.

Make it safer for people to share their information with you

Explain to candidates how you use their disability information to remove inadvertent barriers to their participation in the recruitment process. Modifications our industry partners have had success with include giving candidates:

- more time
- information in accessible formats
- phone and online interview options
- interview questions in advance
- an environment catering to light, noise and colour sensitivity
- permission to use adaptive technology, assistance dogs, own laptop to complete exercises, or a support person in interviews.

Adopt a business-as-usual approach to inclusion

Show that inclusive practice aligns with organisational strategies and values by explaining how you use disability information to:

- enable smooth onboarding processes for appointed candidates.
- provide the kind of accommodations that are routinely made for people without disability such as flexible working schedules, working from home provisions, adaptive technology, ergonomic assessments, and access to different kinds of leave.

You can discuss matters with our team at access-careers@swin.edu.au. The [Australian Network on Disability](#) has some publicly-available information about communication strategies and practice examples.

Access government funding, resources and support

To get your workplace ready, make work-related modifications and access support services for employees living with disability:

- access the JobAccess [Employment Assistance Fund](#)
- use the [JobAccess Employer Toolkit](#)
- review the [Job Access advice and support for employers](#)
- for organisations in Victoria, also access the [Victorian Public Service Disability Employment Toolkit](#)

Make a job available only to people living with disability

Available information suggests you can identify that a job is to be filled only by a person with disability because of the inequality they experience in the job market. To ensure you are consistent with anti-discrimination legislation, as a start, seek advice from your legal team on:

- Australian Human Rights Commission
 - [Identified Positions quick guide](#)
 - [Guidelines for the targeted recruitment of people with disability](#)
- [Disability Discrimination Act 1992 section 45 Special measures](#)
- [Getting to Work – Victorian public sector disability employment action plan 2018-2025](#). See references targeted employment programs eg. The RISE program on page 14.

Consult disability awareness resources

- Australian Network on Disability - a group supporting organisations to advance the inclusion of people with disability in all aspects of business and.org.au
- Amaze - a group raising awareness and influencing positive change for people on the autism spectrum amaze.org.au
- Spectroscopic - stories of autism and work spectroscopic.com.au
- Search LinkedIn for the hashtag: [#EmployTheirAbility](#)