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Human Resources Department
 3401 CSM Drive
 San Mateo, CA 94402
 Automated Line
 (650) 574-6555
 smccdjobs@smccd.edu

**Screening Committee Training:
 The Benefits of Diversity and Understanding Unconscious Bias**

APRIL 2018
 Wednesday, April 4th, 2:00pm - 4:00pm
 Chancellor's Office, Board Room

JUNE 2018
 Wednesday, June 6th, 2:00pm - 4:00pm
 Chancellor's Office, Board Room

Please bring an electronic device to the training.

SKYLINE COLLEGE / COLLEGE OF SAN MATEO / CAÑADA COLLEGE

Description of Training:
 The San Mateo County Community College District is committed to hiring a diverse workforce that reflects our student body and our community. In order to achieve this goal, the District will be providing increased training related to the benefits of diversity and the elimination of bias in the screening process. This training is also required by Title 5 of the California Code of Regulations and the District's Equal Employment Opportunity Plan.

Beginning in Fall 2017, completion of the new "Screening Committee Training: The Benefits of Diversity and Understanding Unconscious Bias" will be required for you to serve in any capacity on a screening committee and the training will be valid for 2 years from the date of your training. If you anticipate participating on a screening committee in any capacity you are encouraged to attend this training. If you will be the chairperson of a screening committee in the near future, you will need to ensure that your committee members have received this training in advance of their service on your committee. Your efforts now will help avoid unnecessary delay to your committee since screening and interviewing cannot proceed until all committee members have completed the training.

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