

Hiring Neurodivergent and Autistic Candidates *Tips for Employers*

Many employers today are recognizing the value of having employees with neurodivergent profiles such as autism. HireVue has teamed up with Integrate Autism Employment Advisors to ensure that our platform provides a positive and successful candidate experience for all applicants.

At HireVue, we want to help your team get the most from our platform when it comes to hiring candidates on the Autism Spectrum. For this reason, we have compiled a few informative tips to help both your team and candidates excel.

TIPS FOR A SUCCESSFUL AND POSITIVE CANDIDATE INTERVIEW EXPERIENCE:



SHARE WITH CANDIDATES - HIREVUE'S "TIPS FOR AUTISTIC CANDIDATES"

We care about each OnDemand Interview applicant experience and giving applicants an overview of what to expect is always helpful and a recommended best practice. We have created a document specifically for our clients to share with autistic candidates prior to an interview. You can incorporate these Tips into a specific website or guide if you have one established for neurodivergent candidates. If you don't have a specific public site for neurodivergent candidates today, and because they may not request an accommodation during the process, we suggest that these tips be incorporated into any general candidate coaching you provide.



PROVIDE A PREVIEW

Giving applicants an overview of what they should expect is always helpful. Sharing our Tips for Neurodivergent Candidates document and providing a HireVue process overview, either in print or video form in advance, will help them put their best self forward. If you don't have a specific HireVue overview for your company, you may link to the video for candidates on the [CANDIDATE PAGE OF THE HIREVUE WEBSITE](#).



SHARE YOUR QUESTIONS

Prior to a candidate taking the OnDemand Interview, consider providing them with a list of the questions that will be asked during the interview. Neurodivergent candidates often experience increased anxiety in new and unfamiliar situations, above and beyond that of their neurotypical peers. Previewing the questions before an interview can help reduce anxiety and enable them to answer questions in a more comfortable manner.



EXTEND THE PREP TIME TO THE MAXIMUM

Our platform allows customers to ask the candidate a question, gives the candidates 30 seconds to formulate a response, and then allows the candidate to respond within a 3-minute recorded timeframe. As a general rule we suggest removing the constraint on the prep time to allow a candidate as much time as they need to prepare a response and keep the response time the same for all of the candidates for that position. It is important to continue

the dialogue within your organization to ensure you are meeting the needs of your candidate population, as some organizations find for their candidates, removing all time constraints is the most helpful.



ALLOW CANDIDATES TO RE-RECORD THEIR RESPONSES

For some neurodivergent candidates, knowing they will be recorded without the ability to have multiple attempts on a question can create frustration and anxiety. If a candidate happens to make a mistake early on in their response, it may cause them to focus on their mistake and be unable to answer the remainder of the question. Giving applicants the option to re-record their response helps them relax and feel more in control of the interview while also providing them more time to process and practice their response.



TRY VARIOUS TYPES OF QUESTIONS

Many companies that have interviewed neurodivergent candidates have found success by replacing traditional interview Q&A with an activity or by providing a specific hypothetical problem to be solved. An example of this is encouraging a candidate to screen share during a HireVue Live interview or involving them in a whiteboarding session when it comes time for the in-person interview. This allows applicants the opportunity to showcase their abilities and demonstrate their problem-solving skills, as opposed to highlighting a weakness.



EXPLAIN QUESTIONS THOROUGHLY AND PROVIDE EXAMPLES WHEN NECESSARY

Understanding ambiguous or unclear questions can be one of the trickiest parts of an interview for autistic candidates. You can help alleviate confusion for candidates by providing as much detail as possible in your question description. Use scenario-based questions where candidates can see a real-life illustration of the question being asked. This will ensure your question cannot be interpreted in multiple ways. For example, asking a candidate how they "found" their prior position could yield various responses---" I found the position difficult" vs "I found the position online".



PROVIDE A POINT OF CONTACT

It is good practice, especially when considering neurodivergent candidates, to provide a point of contact either on your hiring program external site, within the text of your HireVue invite or at some point within the process. If the neurodivergent candidate has a question or concern but is not provided with an appropriate method for conveying it, they may feel they cannot proceed with the HireVue interview and be unable to complete it. The result - a missed opportunity for both employer and candidate.

WORKING SUCCESSFULLY WITH NEURODIVERGENT CANDIDATES

HireVue is making great strides to ensure our platform is friendly and inclusive to those with Autism, and while we believe that our product can adapt to suit Autistic candidates, we also understand that a HireVue interview may not be right for every person. We desire to create an interview experience that allows applicants to showcase their abilities and skills and put their best selves forward. For additional guidance on how HireVue might fit into your organization's unique hiring program, or with questions or suggestions, feel free to reach out to your HireVue team!

For further information on working successfully with neurodivergent candidates, please reach out directly to our partners at Integrate Autism Employment Advisors at info@integrateadvisors.org.

Welcome to HireVue, an on-demand video interviewing platform designed to allow candidates to showcase their skills and help recruiters identify the best candidate to fill a position. We recognize that interviewing can be stressful, and for some candidates this may be their first time experiencing an online video interview. To ensure your best performance and to reduce any potential stress we suggest the following:

TIPS FOR YOUR HIREVUE INTERVIEW:



PRACTICE

Once you have completed the initial set-up process, you will have the opportunity to answer some sample interview questions. We highly recommend that you practice answering at least 2-3 questions. These practice questions will help you familiarize yourself with the HireVue platform. Practice questions are not seen by anyone else other than you and are not stored anywhere in the system. Take your time and practice until you feel ready to proceed with the on-demand interview.



ASK FOR THE QUESTIONS IN ADVANCE

We encourage employers to provide you with the interview questions that will be asked during your HireVue interview in advance, but employers are not required to do so. If you have not received the interview questions in advance, but feel you need the questions before you will be able to take the HireVue on-demand interview, you should contact your recruiter or employer contact and request them. You may present your request to the employer as an accommodation.*



TECHNICAL SUPPORT

If you experience technical difficulties or have general questions about the HireVue Platform, please contact HireVue Customer Support. We have staff ready to assist you 24 hours a day / 7 days a week at 1-800-655-4106. You can also find answers to frequently asked questions in our [Candidate Help Center](#).



DISCLOSURE AND ACCOMMODATION

If you feel that your disability precludes you from being able to engage in an on-demand video interview, we suggest that you contact your recruiter or employer contact and request an accommodation. The Company may offer you a formal face-to-face interview or an alternate method of assessment.

** If you present your request as an accommodation, you should be prepared to disclose that you have a disability and follow the company's accommodation request process.*

ABOUT DISCLOSURE:

The decision to disclose an autism diagnosis to a potential employer is a personal one. This decision is best made after talking with someone who knows you well and is familiar with the dynamics of the employment world e.g., a trusted advisor, parent or career counselor. We recommend you contact your recruiting point of contact early on in the process and before your interview. An email or a phone call sharing your diagnosis, along with some insight into how your autism impacts you in the interview process, and the accommodations you are seeking is appropriate.

For additional information on disclosure, please see the following websites: https://askjan.org/topics/Disability-Disclosure.cfm?csSearch=2555881_1

The foregoing is general guidance only. Each individual's situation is different and unique. Integrate/HireVue are not responsible for your decision to disclose or not to disclose.