

## **Brian Sanders**

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**From:** Kathren Pritchard  
**Sent:** Thursday, January 19, 2017 7:46 AM  
**To:** \_YCCD Management Team  
**Cc:** Debbi Partridge; Doreen Bass  
**Subject:** EEO/Diversity Training for YCCD Hiring Committees

Great News!

Human Resources has updated the recruitment process to include online EEO/Diversity training.

Per the current recruitment process, the hiring committee chair will assemble a hiring committee in coordination with Human Resources. Human Resources will review the committee membership and confirm which committee members have been trained. If there is a committee member who has not been trained, Human Resources will reach out to committee chair to coordinate the on-line EEO/Diversity training. Upon completion of this training, the individual committee member can then be given access to review the applicant pool.

Please do not hesitate to contact Human Resources with any questions regarding this new training process.

*Kathren Pritchard*  
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