

Brown University Library Operational Plan, FY 2019-2020

Strategic Priority: **Organizational Development**

Lead Department or Coordinating Group: Library Human Resources & Organizational Development

| Goal 1: [What you want to accomplish; what impact are you trying to achieve?] <i>Build a more diverse employment pipeline; ensure that the recruitment and hiring process supports a timely and inclusive approach to identifying and onboarding talented staff</i> | | | | | |
|---|---|--|--|--|---|
| OBJECTIVE <i>[What you are going to do to accomplish this goal?]</i> | TASKS / INITIATIVES <i>[How you are going to do it? What actions will you take?]</i> | KEY SUCCESS MEASURE <i>[How are you going to track progress or know you accomplished it?]</i> | TARGET DATE <i>[When will it be completed; or milestone date]</i> | RESPONSIBILITY <i>[Who will lead and/or preform this work?]</i> | RESULTS <i>[What was the outcome?]</i> |
| Update recruitment procedures in order to effectively market Library job openings and in doing so, attract a diverse, qualified candidate pool. Screen and select candidates in a timely and effective manner. Build inclusive onboarding procedures to provide new hires with resources needed to succeed. | Review and identify job marketing strategies to attract larger candidate pools | Increase average size of candidate pools by 10% | Implement by 7/31/19 Measure 4/30/20 | Director of HR&OD | |
| | Review and identify job marketing strategies to attract a more diverse candidate pools | Increase diversity of candidate pools by 10%, on average | Implement by 7/31/19 Measure 4/30/20 | Director of HR&OD | |
| | Revise selection procedure to reduce "time to fill" | Reduce "time to fill" by 15%, on average | Implement by 7/31/19 Measure 4/30/20 | Director of HR&OD HR Coordinator | |
| | Implement Workday student hiring module | Use of Workday student hiring module by managers and HR&OD | Implement by 8/31/19 Measure 4/30/20 | HR Coordinator | |

| | | | | | |
|--|--|---|---|-------------------------------------|--|
| Continue to improve onboarding procedures in order to insure new hires are provided the information they need to succeed and feel included | Conduct focus groups with new hires, identify best practices and consult with UHR to develop and implement onboarding improvements | Recommendations developed and implementation of 3-5 onboarding improvements | Implement by 9/30/19 Measure 4/30/20 | Director of HR&OD HR Coordinator | |
|--|--|---|---|-------------------------------------|--|