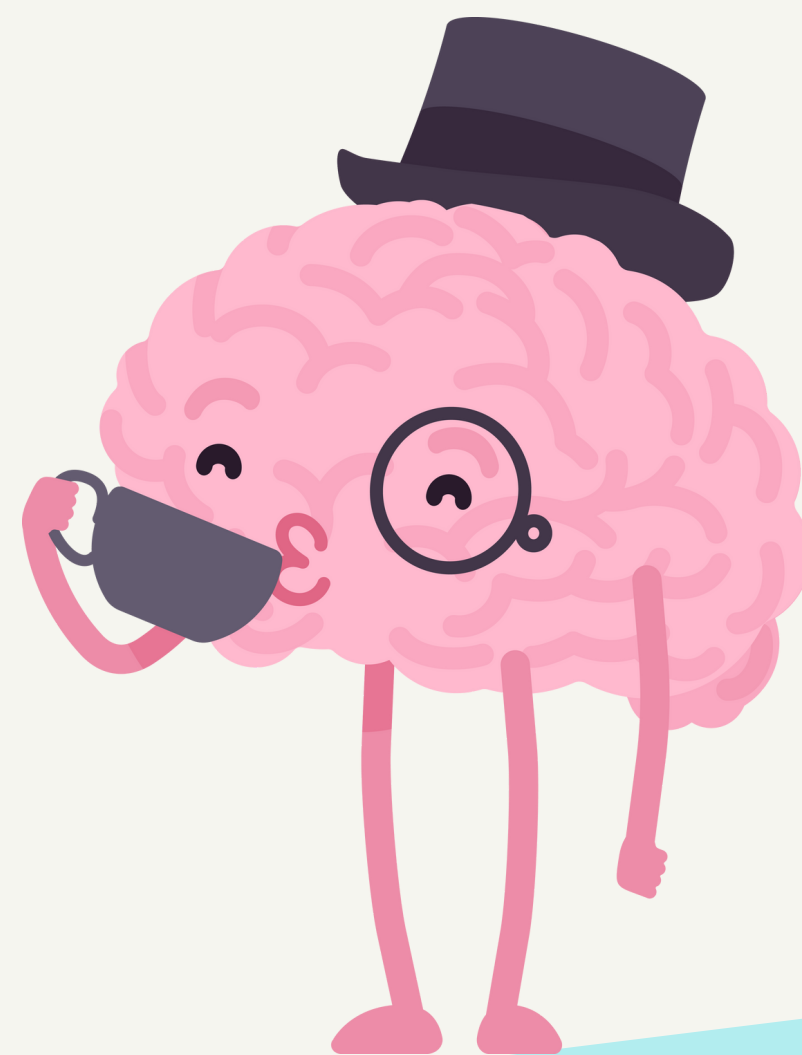


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Candidate Dex

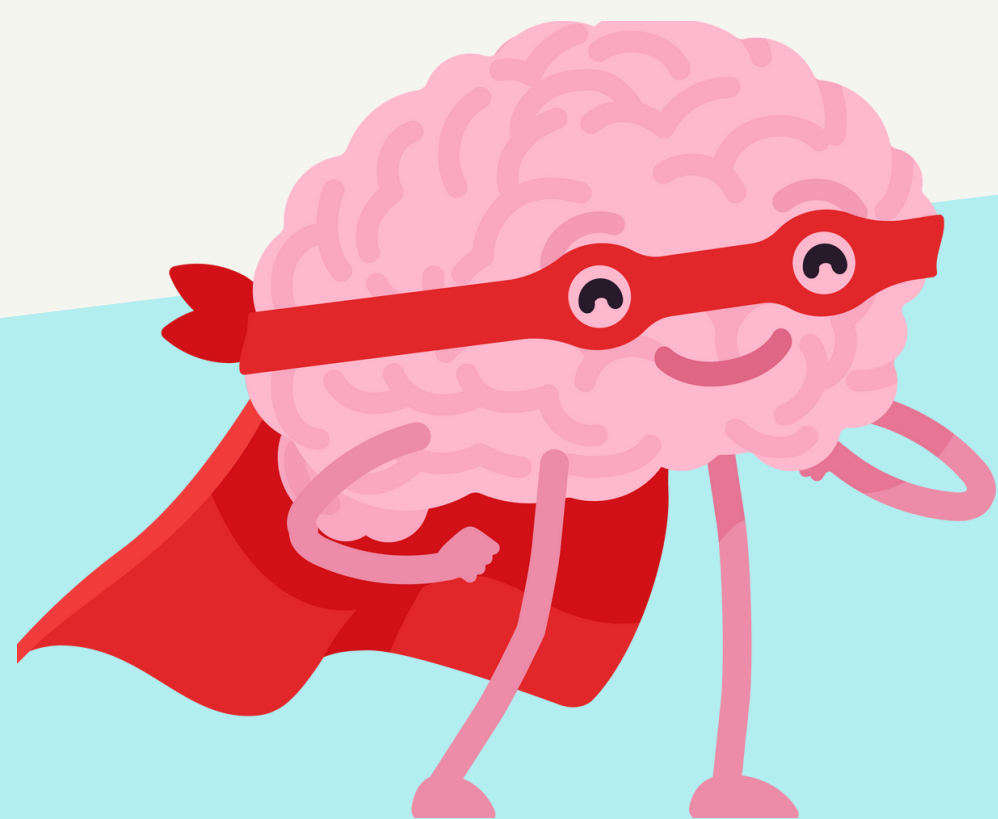
Neuro-inclusive tips to help in your interview process



About this tool

This guide supports you in preparing for interviews by encouraging you to ask questions that help determine if the job is a good fit for you. Remember, interviews are a mutual exchange - you have the agency to choose if you want to work there too.

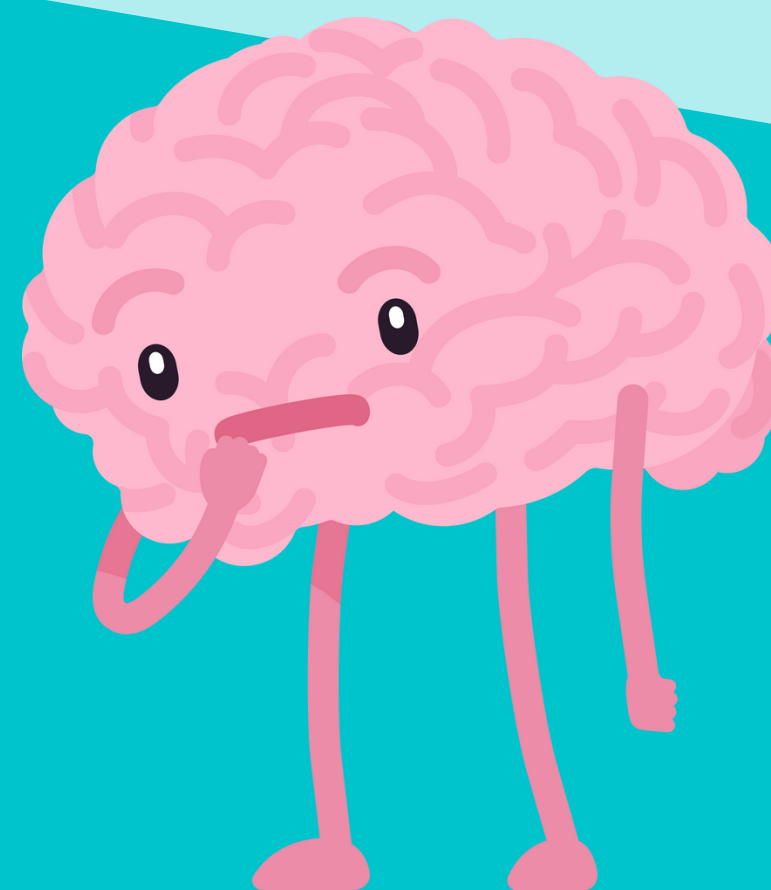
This guide is inspired by Ubisoft BIODEX, which promotes an inclusive environment for everyone to express their preferences about communication, feedback, and collaboration. It empowers you to articulate your preferences and assess if they align with the hiring process and the job.



The way it works

Each section will cover a specific topic.

It is organized in tips followed by example questions you can use. You can also prepare your own questions.



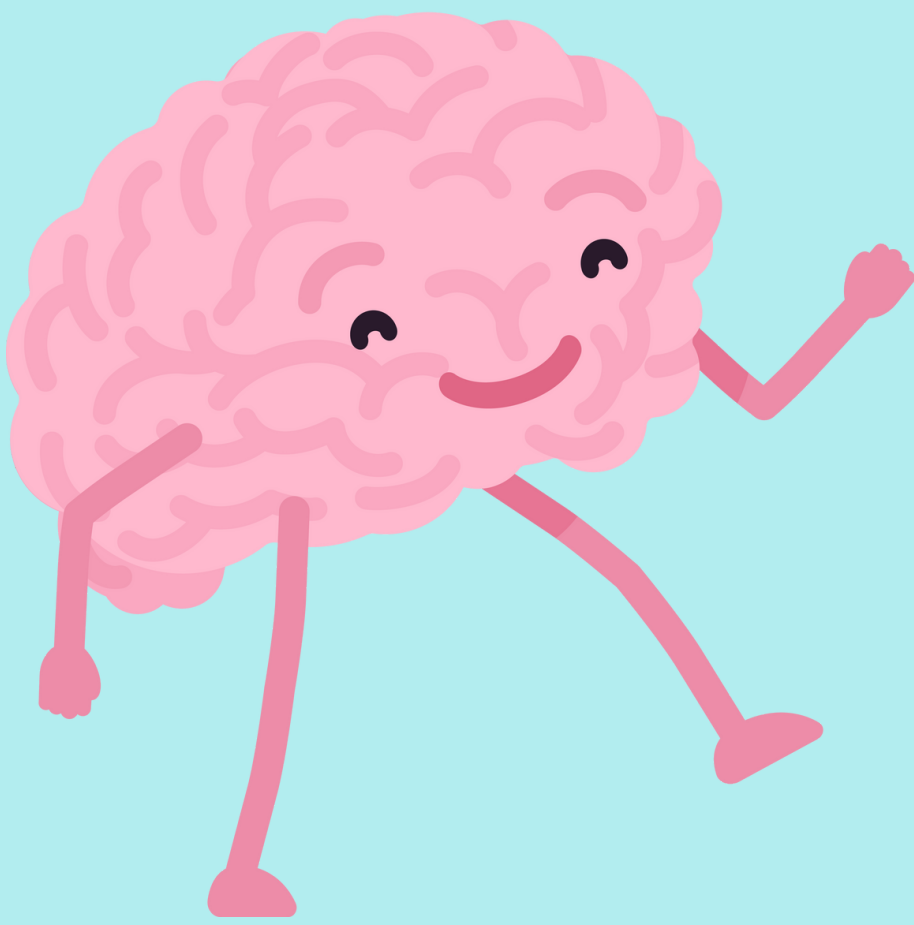
To stay tuned for more information on our Neurodiversity Talent Program, we encourage you to join our community:

[Click here!](#)

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Schedule

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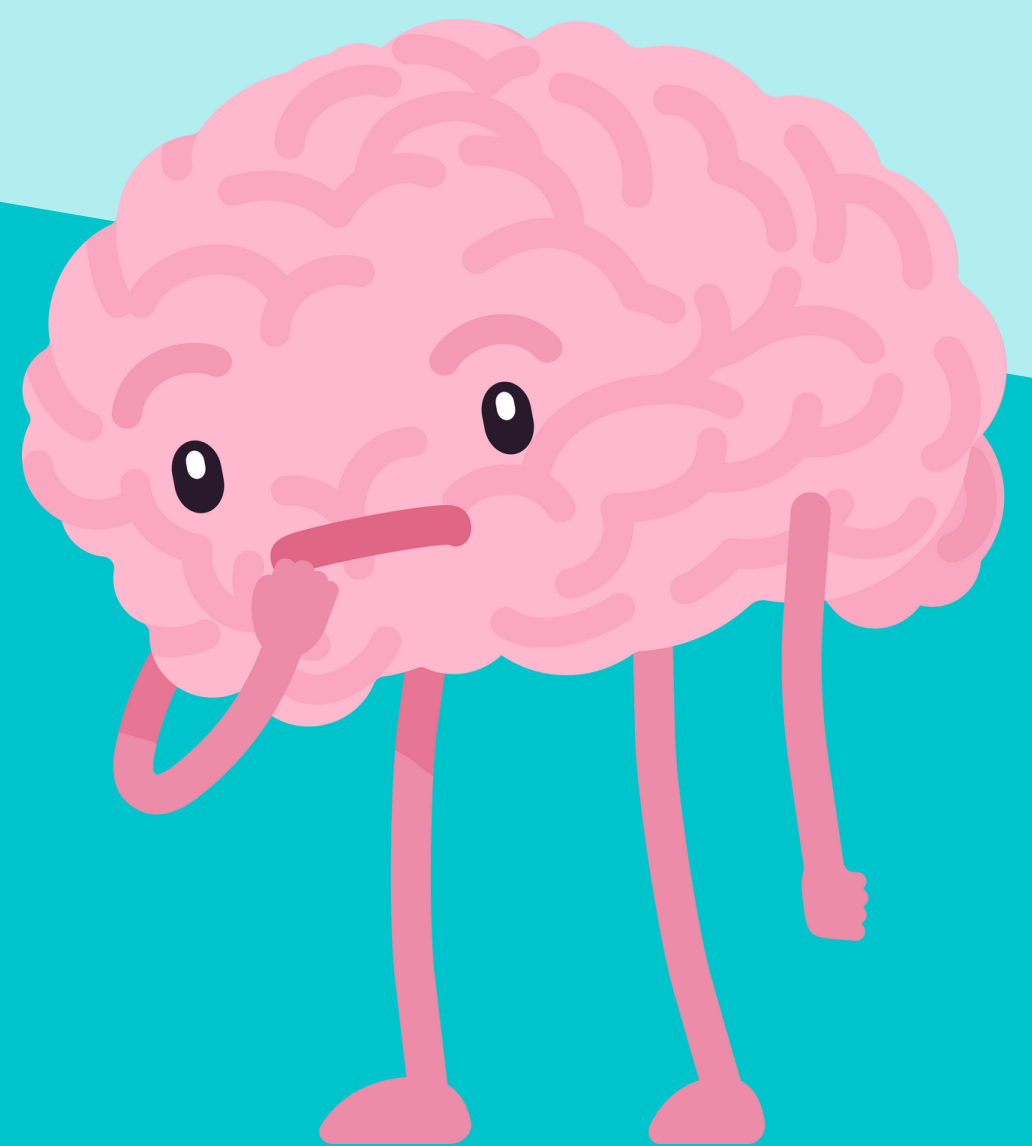


Several factors affect how well we perform in interviews. For example, do you have times during the day when you feel less productive? Some people find hunger and fatigue impact their performance. We recommend avoiding interview slots during these times.

Usually, a Talent Acquisition Specialist will provide a few time options. Pick what works best for you! If the suggested times don't fit your schedule, feel free to ask for alternatives. If crowded places bother you, think about avoiding rush hour, for example. Also, consider whether overtime and on-call responsibilities match your needs and preferences.

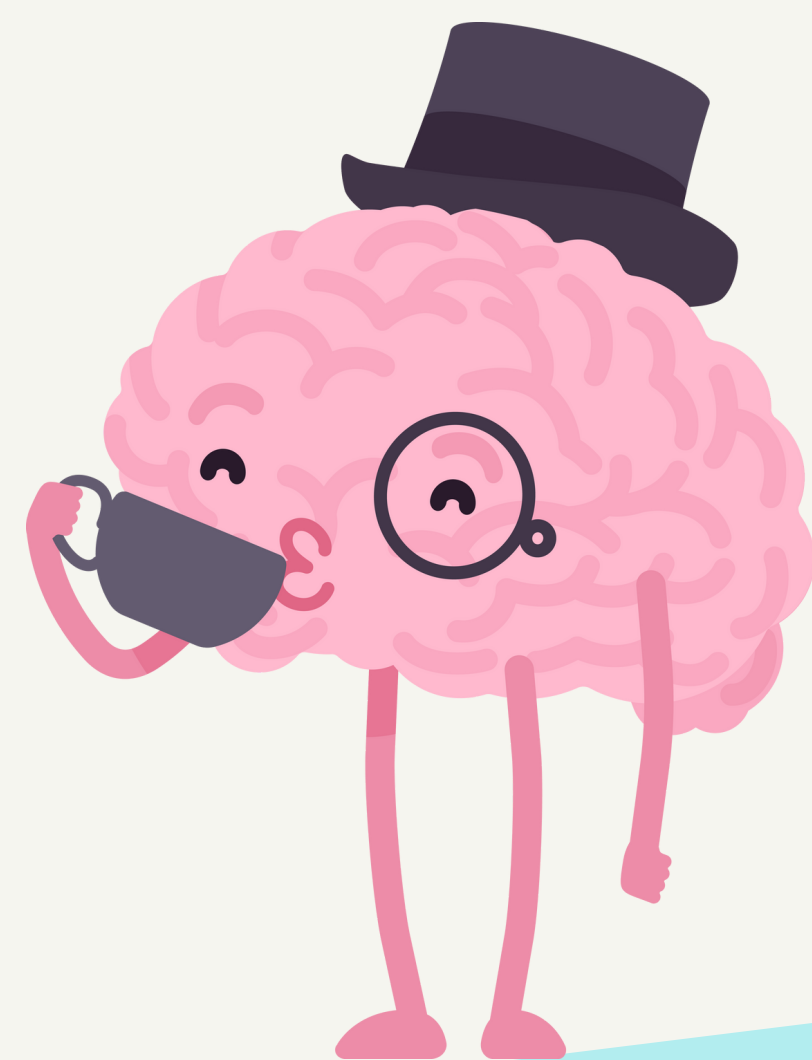
What type of questions may you want to ask:

1. Can you provide information about the Interview schedule?
2. Is there room for flexibility in the work schedule?
3. Are there any specific details I should be aware of regarding the work schedule?
4. Should I be mindful of any on-call or overtime requirements?

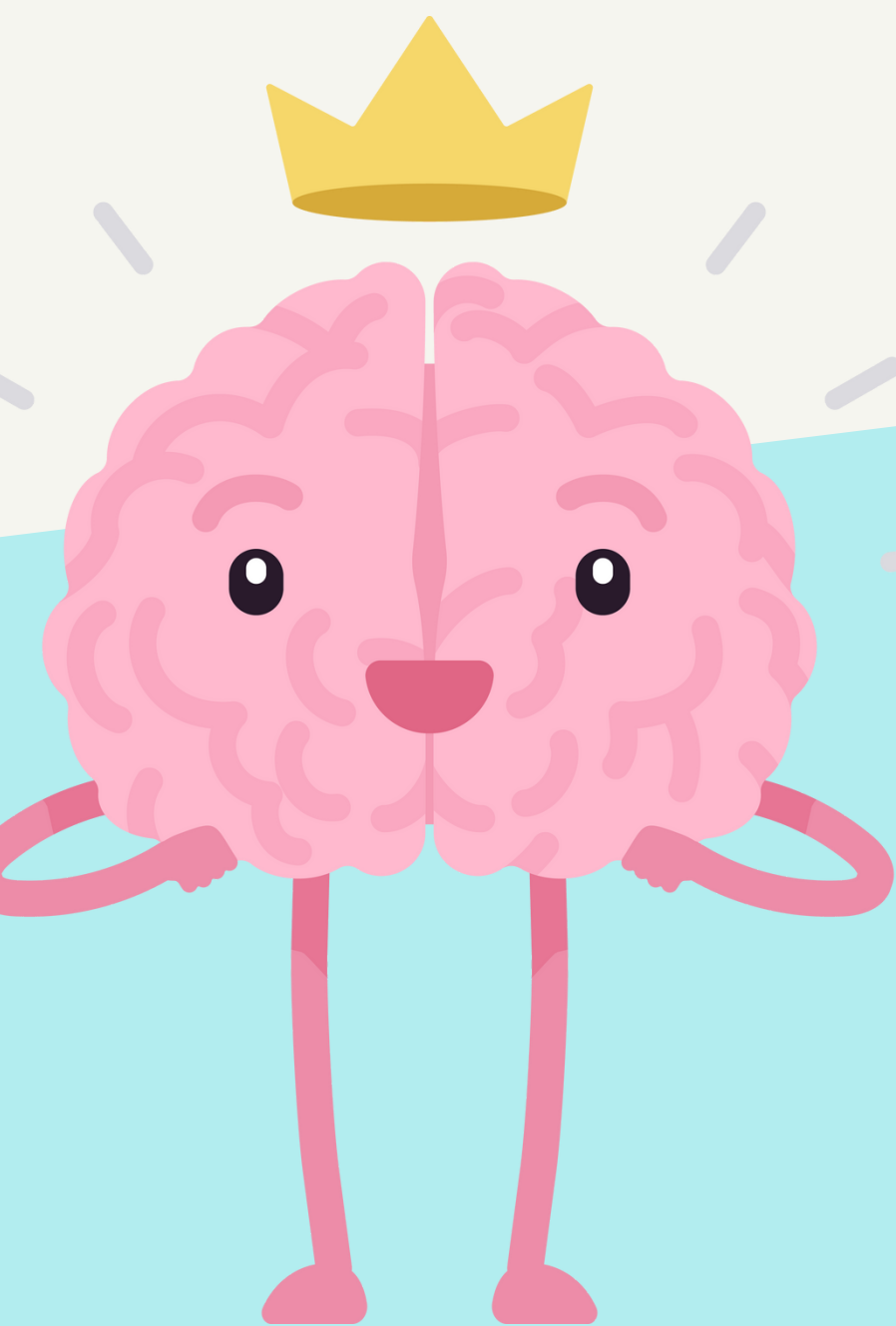


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Communication



Neuro-inclusive tips to help in your interview process

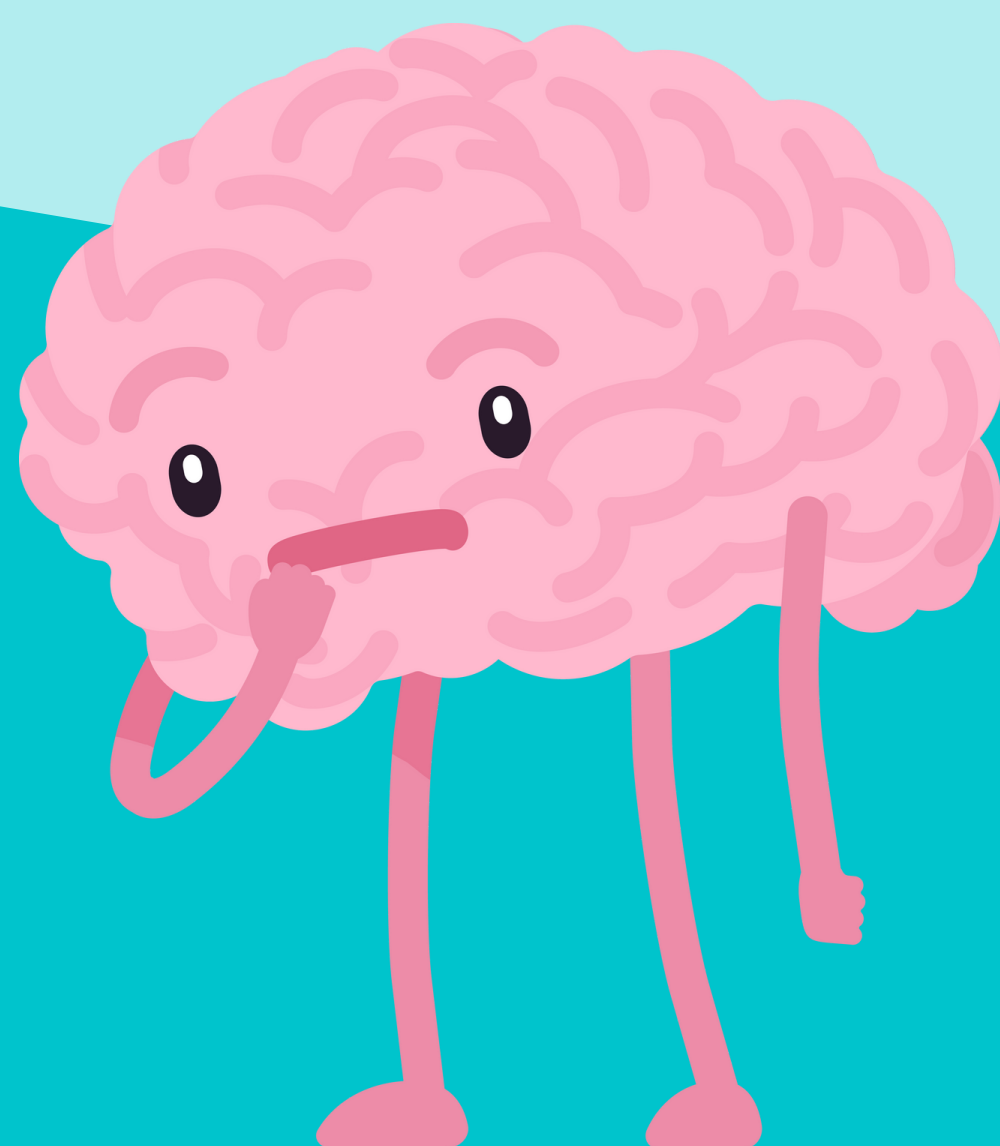


1. **Express Yourself:** Feel free to say how you prefer to communicate, whether in writing or verbally. This ensures interactions are comfortable for you.
2. **Clarify Your Needs:** If you have specific communication preferences, like regular updates or a certain format, feel free to mention them. This helps ensure everyone is on the same page.
3. **Share What Works:** If you find a specific communication style particularly effective for you, let the Talent Acquisition Specialist know. This helps them understand how to best support you.

Remember, open communication about your preferences is valuable for creating a productive and inclusive interview process and working environment.

What type of questions may you want to ask:

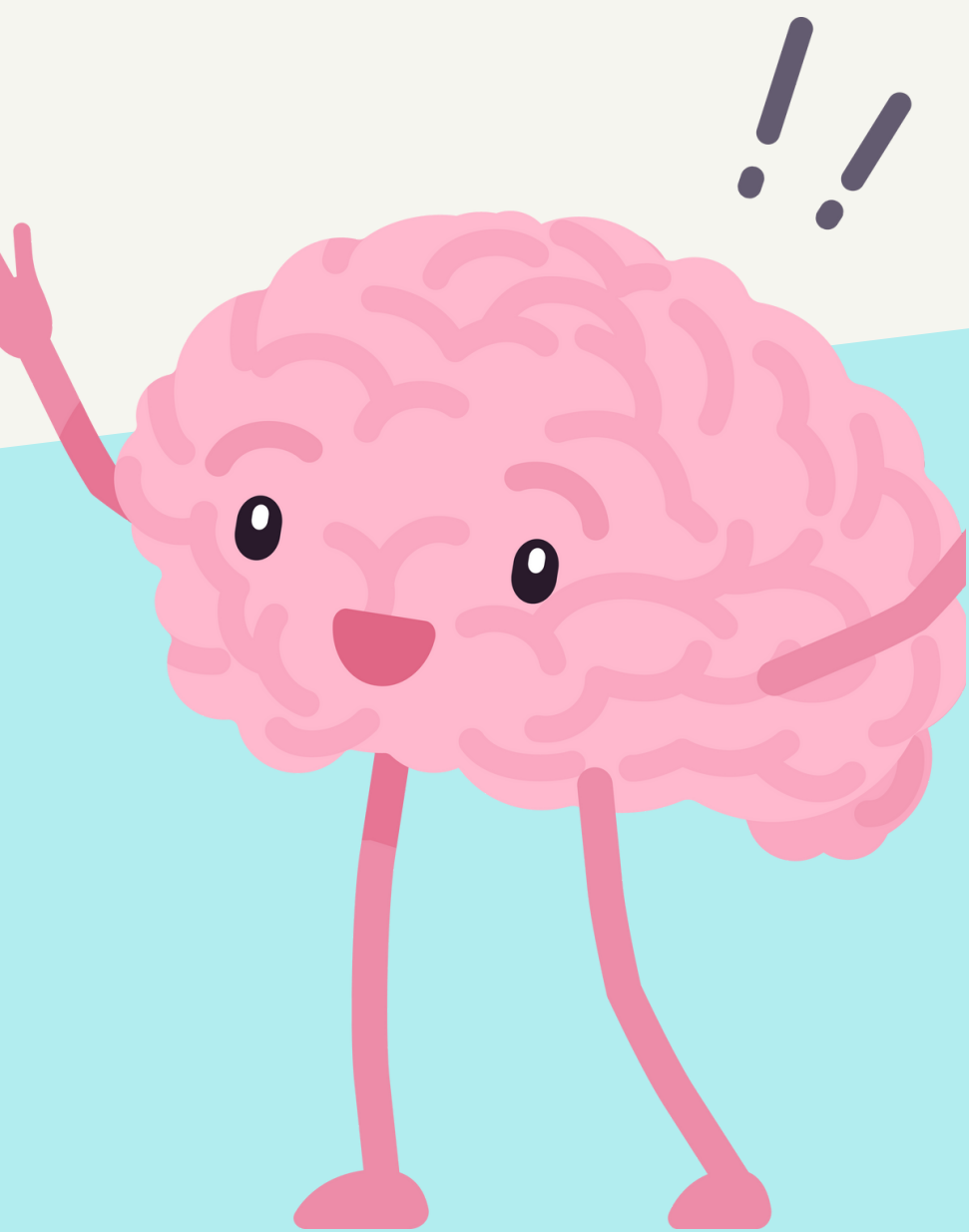
1. What is the preferred method of internal communication in this workplace?
2. How do you create an environment where individuals feel comfortable discussing problems or issues?
3. Could you share how feedback is typically delivered to individuals?
(For your manager)
4. Can you describe your communication style? (For your manager)



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Interactions

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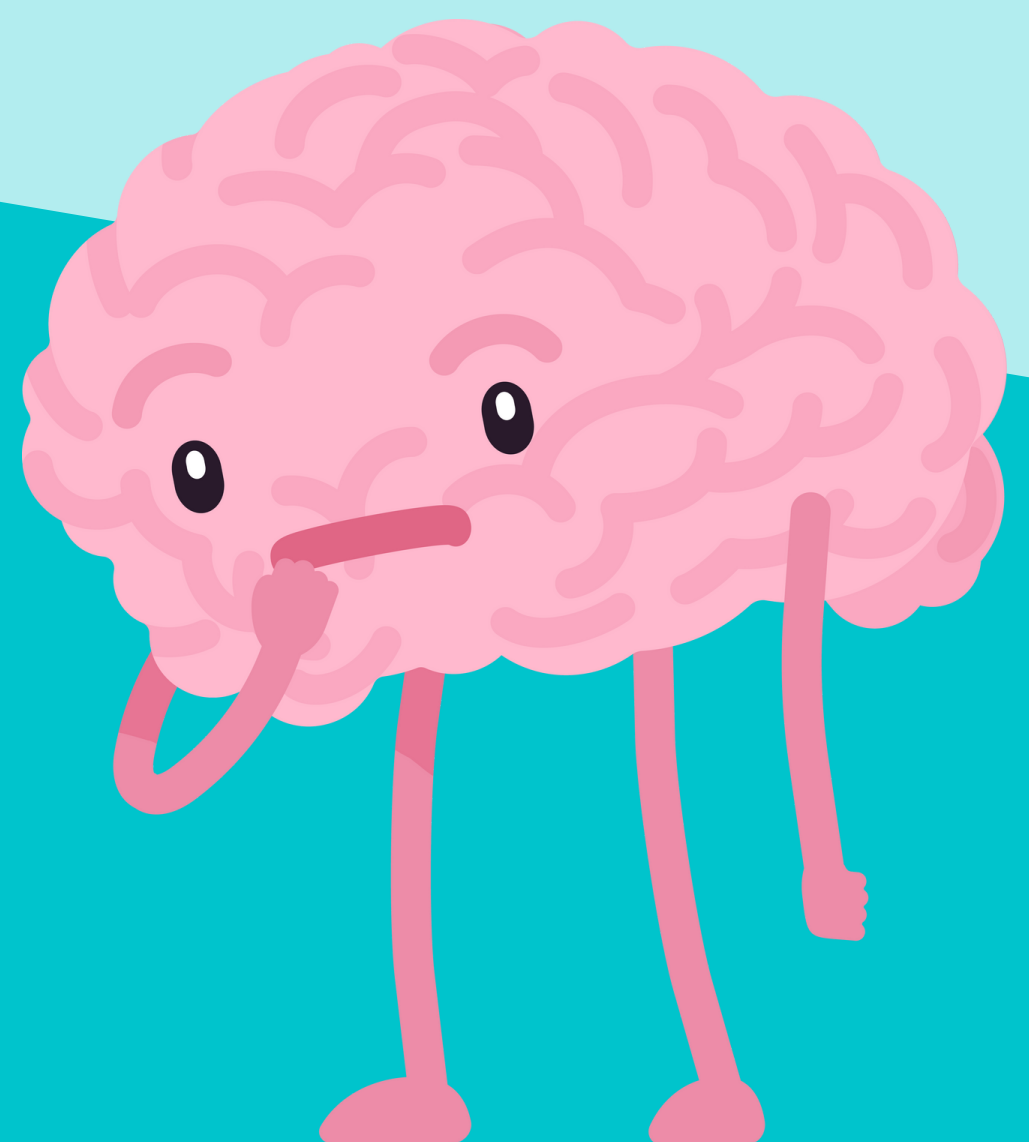


Remember, the Talent Acquisition Specialist is on your side during interviews. Feel free to share any relevant details, like if you may get easily distracted.

You're welcome to ask about who you'll meet and their roles in the company and in the interview. Putting faces to names can ease stress and shows your readiness.

What type of questions may you want to ask:

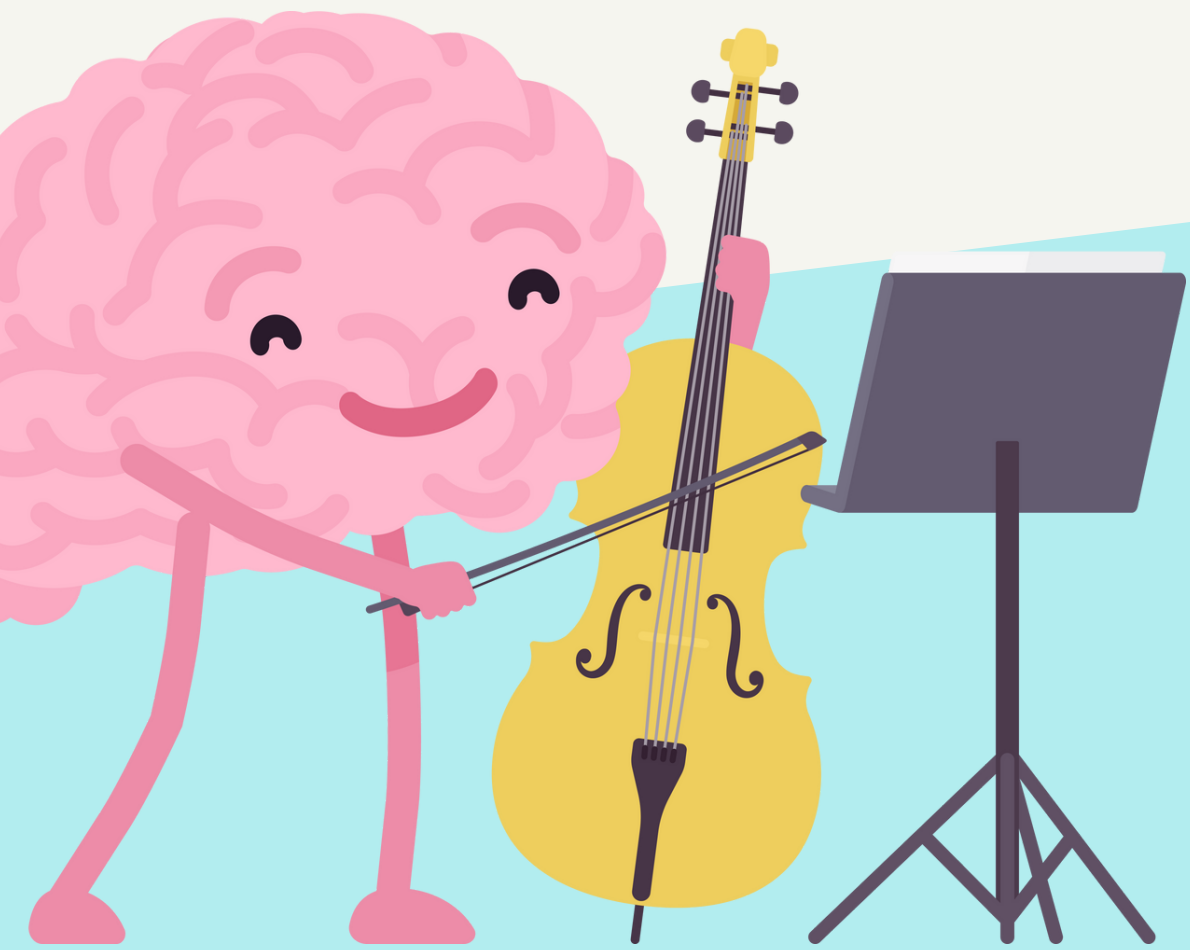
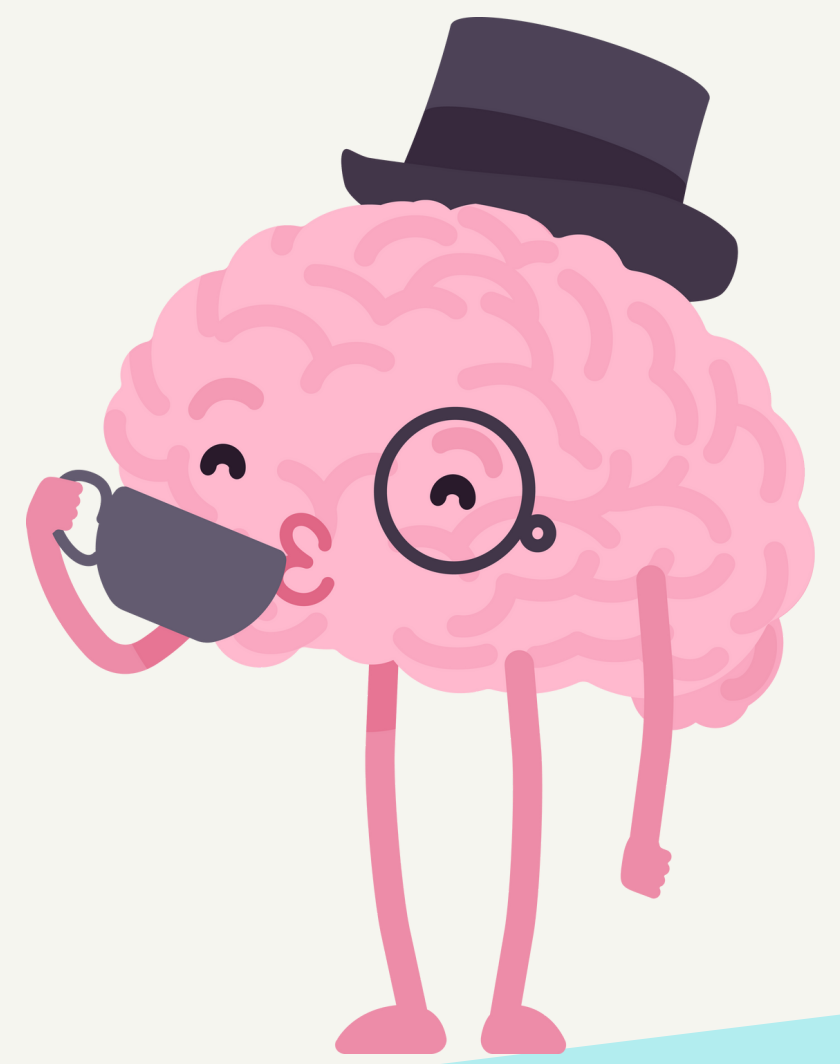
1. Can you describe the team's communication style and interaction dynamics?
2. Could you share insights about the team culture and how everyone collaborates?
3. Are there specific expectations for how the person you hire will interact and communicate with the team?
4. How do you support individuals in forming connections with their colleagues?



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Work environment

Neuro-inclusive tips to help in your interview process



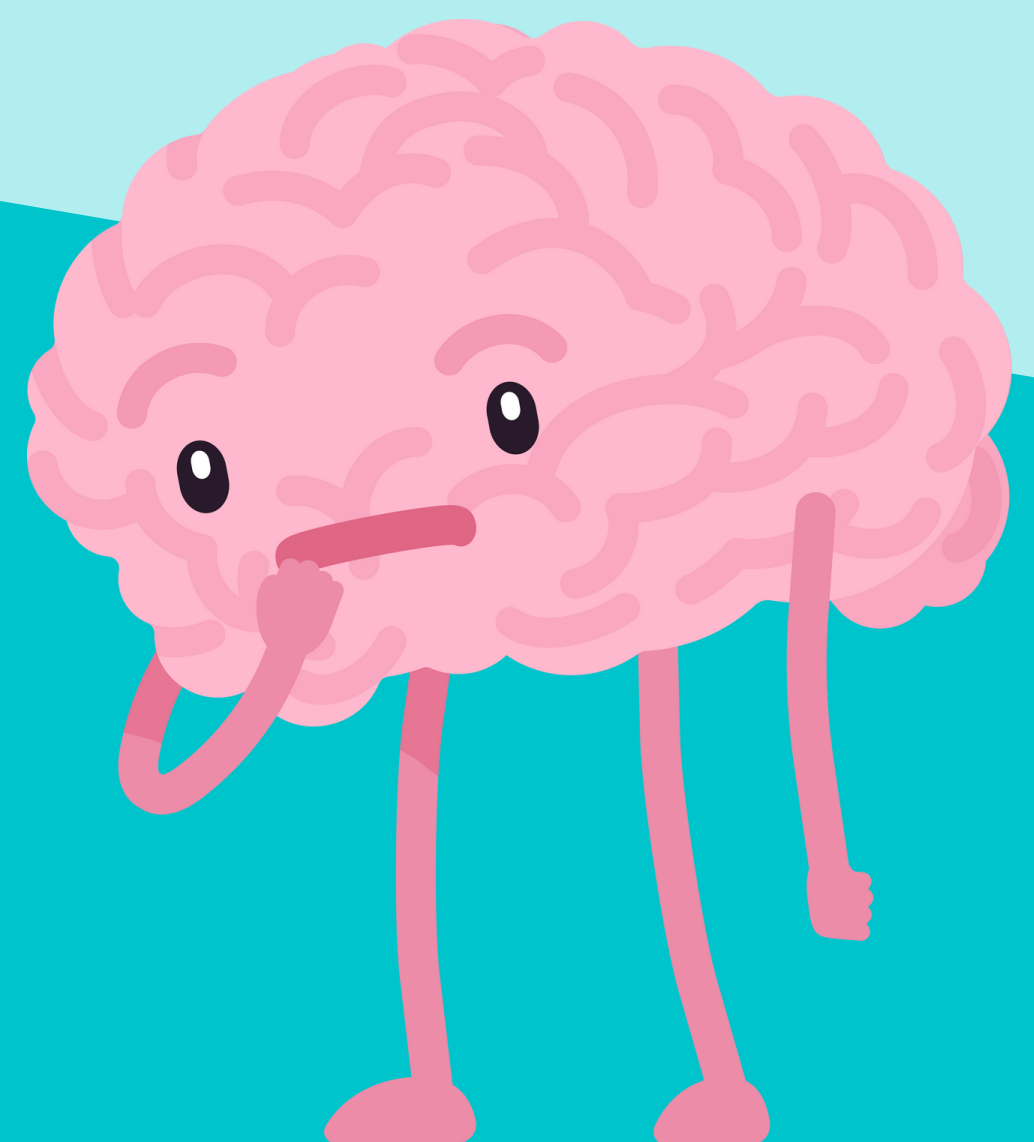
We all have unique preferences for our environments. Don't hesitate to inquire about the meeting setup, whether it's a physical space or an online tool.

For virtual interviews, ensure a quiet, distraction-free background. If that's not possible, kindly inform in advance. Everyone flourishes in different workspaces. If feasible, visit or ask about your future workspace.

Look into policies supporting neurodivergent individuals. Check if they have a track record of accommodating diverse needs.

What type of questions may you want to ask:

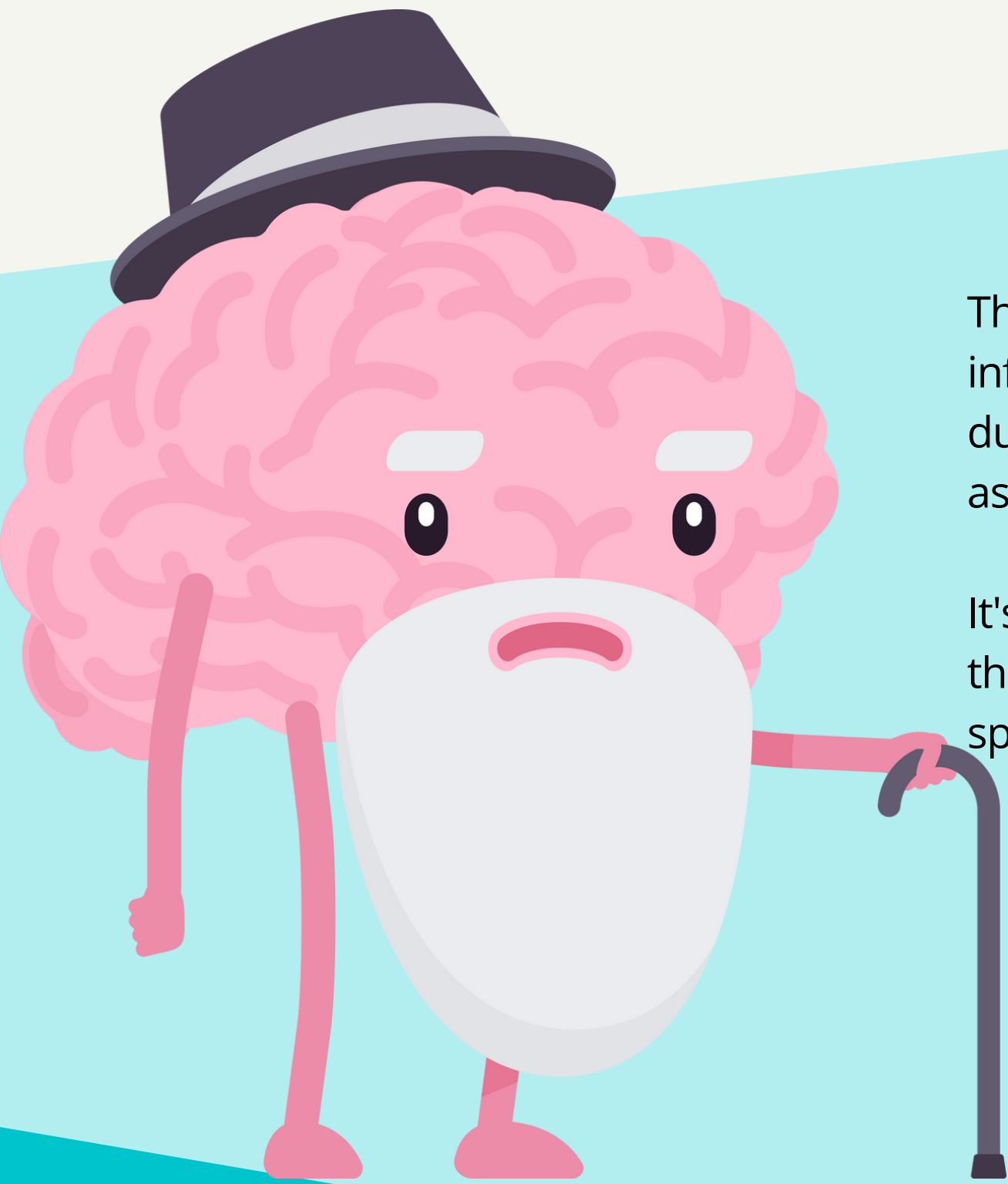
1. Can you please share your work model? Is it flexible, hybrid, or remote?
2. Could you provide information about the meeting location and facilities, so I can plan ahead?
3. What can I expect in terms of office space if I join the team?
4. Are specific materials provided, and do you assist with individual needs?



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Coaching & Learning

Neuro-inclusive tips to help in your interview process

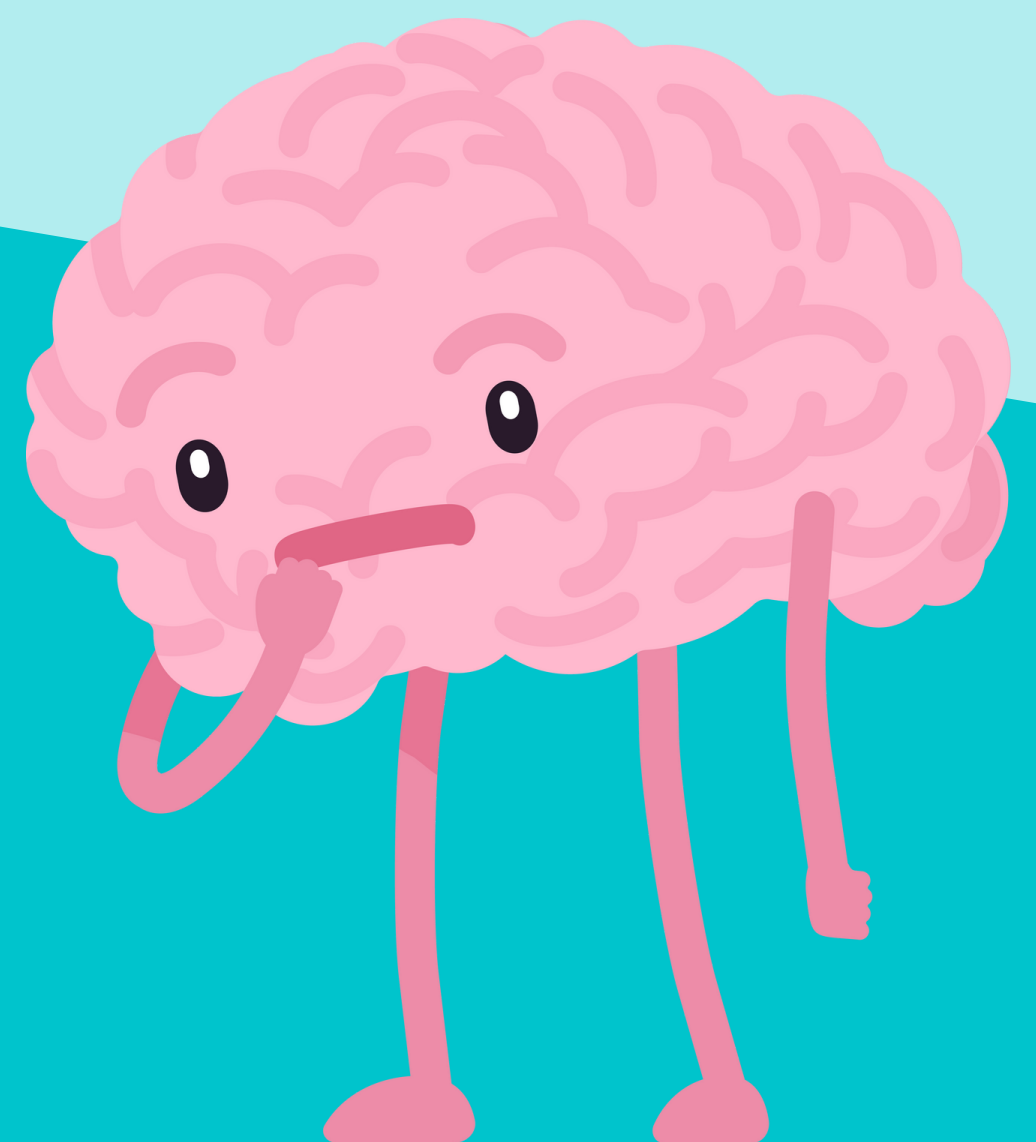


The Talent Acquisition Specialist is here to support you. Ask for any information you need. Clarify any questions about tasks or expectations during the interview process. You can do this during or after the interview as you prefer.

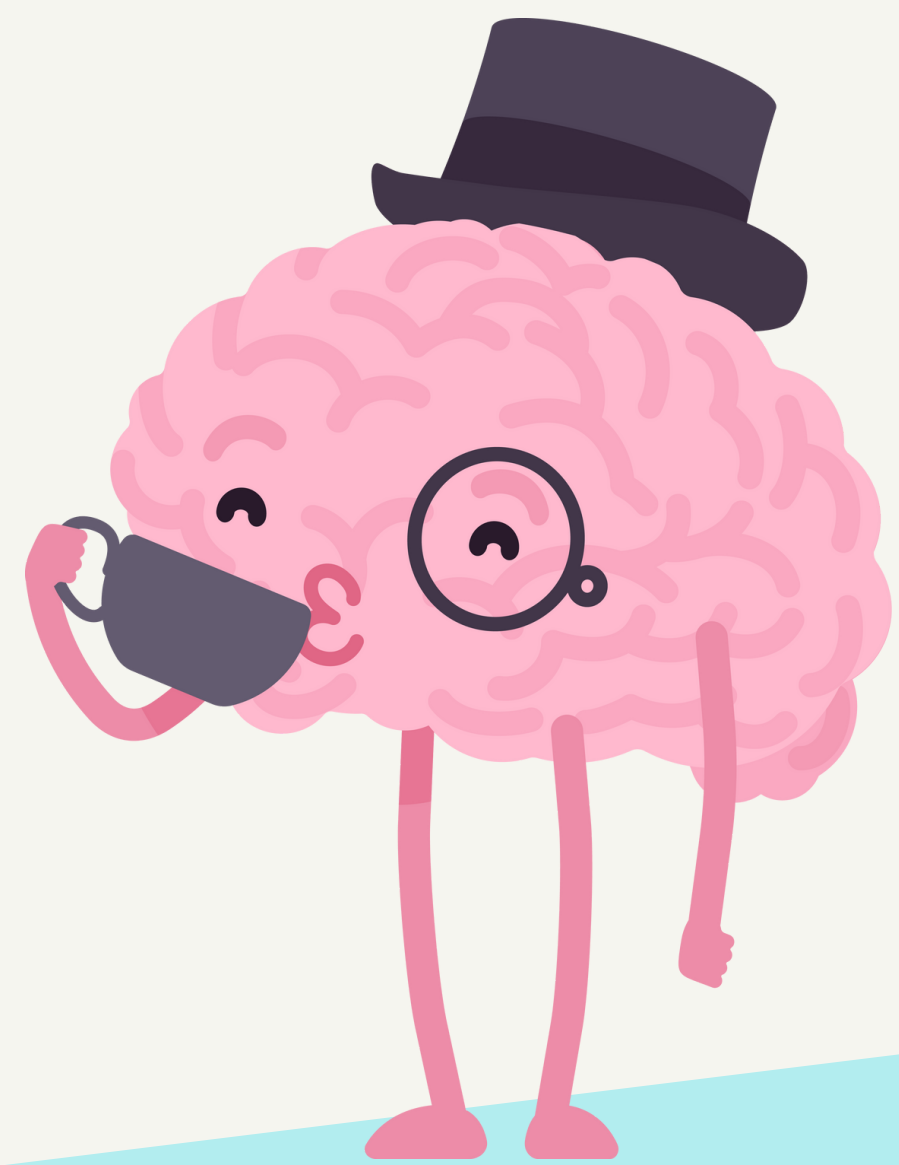
It's also crucial to ensure the company supports your growth. Ask about their approach to employee support, accommodations, learning and any specific initiatives in place.

What type of questions may you want to ask:

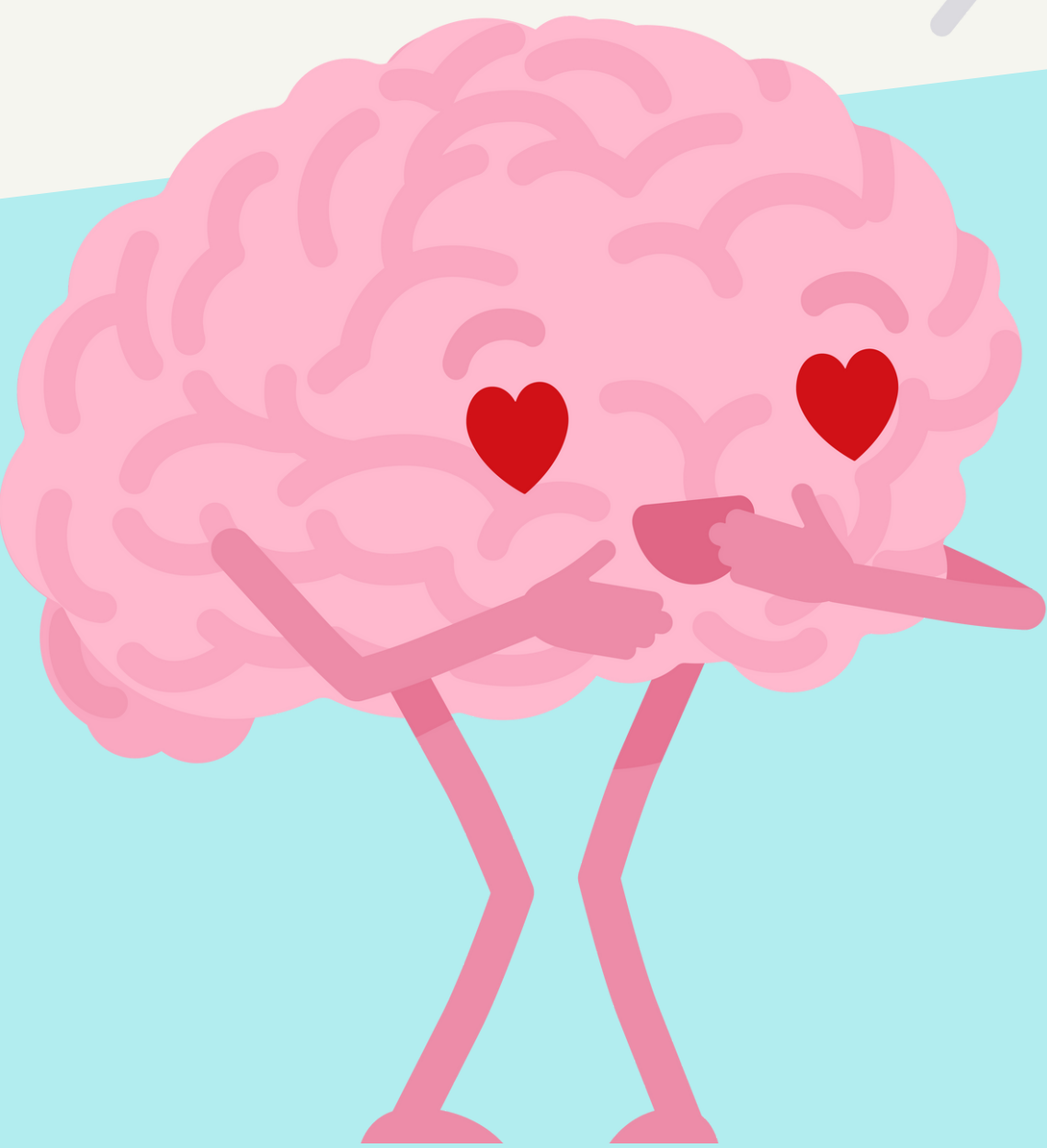
1. Can you provide any extra information to assist me in preparing for the interview?
2. How do you support individuals in their growth and learning, especially neurodivergent individuals?
3. Are there specific expectations regarding how someone should develop in this role?
4. Could you share a success story of someone who has grown within the company?



Neurodiversity Diversity & Inclusion (D&I)



Neuro-inclusive tips to help in your interview process



Companies that prioritize diversity and inclusion are usually open about it!

Check their website for related information.

Also, discuss this with your Talent Acquisition Specialist to understand the company's commitment and the steps they're taking to foster inclusivity.

You should seek a company that fosters diversity and inclusion to ensure a supportive and inclusive work environment that values and accommodates your unique strengths and perspectives.

What type of questions may you want to ask:

1. Could you provide examples of initiatives or programs the company has to promote diversity and inclusion?
2. Are there employee resource groups or affinity networks that support underrepresented groups, and how does the company back these groups?
3. What training or educational programs does the company offer to promote cultural awareness and sensitivity for all employees?
4. Could you share any success stories or testimonials from employees who have benefitted from the company's efforts in diversity and inclusion?

