

SCQF INCLUSIVE RECRUITER – WEST LOTHIAN COLLEGE



**by Derek O’Sullivan,
Head of HR & People Development, West Lothian College**

Background to West Lothian College

West Lothian College, based in Livingston with over 360 staff, offers a wide range of further and higher education courses to over 8,000 students each year. The college’s vision is to develop a highly skilled, enterprising and resilient workforce.

How did you find out about the SCQF Inclusive Recruiter programme & why did you decide to join up?

Nicola Smith from the SCQF Partnership contacted us. We decided to join as the SCQF

framework provides a clear structure to understanding qualifications for our applicants and shortlisting managers, increases the diversity of applicants and those appointed and also reinforces the SCQF approach which is taken by West Lothian College in terms of courses and study which is delivered.

How has using SCQF levels in your recruitment benefited your organisation?

This has encouraged managers to consider a wider range of qualifications and experience when shortlisting, thereby increasing the diversity of applicants and those appointed. By signposting the SCQF framework in job adverts and in the myjobscotland West Lothian College homepage we can inform applicants about the Framework and encourage their applications.

How easy was it to embed the SCQF Inclusive Recruiter principles within your organisation's recruitment processes?

Embedding the SCQF Inclusive Recruiter principles was a straightforward process as we were guided by SCQF Development Officer, Nicola. Information on the SCQF website regarding the Framework and the steps required for SCQF Inclusive Recruiter is readily available and could be easily adopted into the college's recruitment processes.

Do you have any plans to further embed the SCQF within your organisation e.g. performance management/job evaluation/workforce planning?

We have shared information about the SCQF framework and share guides regarding how this can be used particularly in the development of new roles and the person specification requirements that may be needed. This encourages the appointing manager to consider a range of qualifications and supports an understanding of the hierarchy and linkages between different roles in the team and the wider organisation.

For more information on the SCQF Inclusive Recruiter programme and how using SCQF levels in your recruitment can have a positive impact on your business, [visit the website](#).