## **COMMON TYPES OF BIAS IN THE HIRING PROCESS (2/2/24)**

**Contrast effect bias** occurs when an interviewer compares a candidate to the individual that interviewed before them. Avoid this by cleansing your palette in between interviews.

**Order effect** occurs when the first and last candidate in a sequential schedule of interview are remembered better. Avoid this by taking strong notes throughout each interview.

**Similarity bias** occurs when candidates and interviewers discuss shared hobbies and interests making them favorable over other candidates. Avoid this by decision-making based on qualifications and not similarities.

Variable questioning bias occurs when an interviewer alters their questions from one interview to the next based on conscious or unconscious perceptions of each candidate. Avoid this by sticking to the same set of questions for each candidate.

**Negative emphasis bias** occurs when a negative detail about a candidate is shared with the rest of the search committee, and it impacts the hiring process. Avoid this by keeping a strengths and weaknesses assessment of the overall candidate and their qualifications.

**Nonverbal bias** occurs when a candidate's body language and verbal dialogue is prioritized over their qualifications and skills. Avoid this by evaluating a candidate on their qualifications.

**Recency bias** occurs when candidates are remembered more when interviewed more frequently than others. Avoid this by sticking to a first and second round interview process for all candidates.

**Stereotyping bias** occurs when an interviewer's perception of a candidate is based on stereotypes. Avoid this by judging an applicant based on their qualities and not a perceived or imagined group characteristic.

**Anchoring bias** occurs when an interviewer relies too heavily on one piece of information when making a decision. Avoid this by considering the candidate's qualifications and professional background as a whole.

**Bandwagon effect** occurs when an interviewer believes something about a candidate because other people on the committee do. Avoid this by communicating to the committee your beliefs on the candidate.