

Name of resource	Description
A Question of Care	This online quiz challenges prospective employees about what they would do in given situations showing them what a career in care is really like.
A Question of Care: guidance on using A Question of Care in your recruitment process	Helps you use A Question of Care in your recruitment process. This is an online scenario based quiz that assessed people's suitability to work in care.
Application form: example	Example application form that asks people about their values and behaviours.
Application forms: best practice	Outlines best practice tips to writing application forms to tease out a candidates values. See also 'Example job adverts' and 'Embedding values into job descriptions and person specifications.'
Are you ready for values and behaviours-based recruitment?	Find out whether your organisation is ready for values and behaviours-based interviewing and what it takes to be a good values-based interviewer by running through this checklist.
Assessment centres: best practice	Tips and ideas to help you successfully plan an assessment centre as part of your recruitment and selection.
Avoiding prejudice and discrimination in recruitment	Ensures your recruitment process adheres to the right legislation, policies, procedures and best practice.
Case study: Dussindale Park	Learn from Dussindale Park nursing home who use scenario based interviewing questions to find candidates with the right values and behaviours.

Case study: Nina Osborne	Learn from Nina Osbourne, an individual employer, who uses values-based recruitment to find the right PAs.
Case study: Oxfordshire County Council	Learn from Oxfordshire County Council who ran a values-led media campaign to recruit older workers into social care.
Case study: Sense	Learn from Sense who took a values based approach to the recruitment of new workers
Case study: The Avalon Group	Learn from The Avalon Group who involved people who need care and support in their recruitment.
Case study: The Good Care Group	Learn from The Good Care Group who 'learned from leavers' to improve their retention.
Case study: Walnut Care at Home	Learn from Walnut Care about standing out from the crowd at recruitment events.
Case study: Warrington Community Living and Angel Human Resources	Learn from Warrington Community Living and Angel Human Resources about how they identified their values.
Case study: Woodford Care Home	Learn from Woodford Care Home who used profiling tools to improve their recruitment processes.
Eligibility to work in the UK checklist	Outlines the evidence needed to prove a person has the right to live and work in the UK, as well as links to further information and support.

Embedding values into job descriptions and person specifications	Shows you how to embed your organisational values into job descriptions and person specifications, including examples.
Equal opportunities in interviews	Explains what the Equality Act 2010 says employers should do in an interview to avoid bias and discrimination.
Example values and behaviours framework for adult social care	Describes some of the values and behaviours that are central to providing good quality care.
Examples of what employers would/wouldn't like to see	Shows how values and behaviours might look in practice.
How to widen your pool of potential recruits	Tips to help you widen your pool of recruits.
Involving people who need care and support, and carers, in recruitment	Helps employers include the people they support in the recruitment and retention process.
Job advertisements: examples	Example job advertisements and top tips to help you embed values in your job adverts.
Leadership qualities framework	Supports leadership at all levels and explains what good leadership looks like in different settings and situations. It's important that leaders and managers reinforce values.
Person specification: example from Sense	Example person specification used by Sense that includes values and behaviours.

Recruiting ex-offenders: NACRO guidance	Helps you safely recruit ex-offenders and explains the legal duties of employers.
Reference request form: example	Example reference request form that includes values and behaviours.
Skills and experience interview questions: examples	Example interview questions that assess the skills and experience elements of the person specification ( <i>Please not these are <u>not</u> values and behaviours questions</i> )
Study into the impact of a values based approach to recruitment and retention: full report	Study from April 2016 researching the impact values based recruitment had on social care employers.
Study into the impact of a values based approach to recruitment and retention: infographic	Infographic of the results from a study researching the impact values based recruitment had on social care employers.
Study into the impact of a values based approach to recruitment and retention: key messages	Key messages of the results from a study researching the impact values based recruitment had on social care employers.
Target and communicate with different demographic groups	Key messages and ways you can communicate with different demographic groups such as young people or older workers.
Using profiling systems to support values based recruitment: guidance and matrix	How to use profiling systems to find workers with the right values and behaviours.
Using social media to attract potential recruits	How to use social media to attract people to work for your organisation.

Values and behaviours mapping tool

Maps your workplace values to the example framework to see if there are any gaps.