Adding New Custom Diversity Forms to North America Jobs Career Portal using Oracle Talent Acquisition Cloud System

Sai Raj Kondogi Shiridi

Oracle Certified HCM Cloud Architect & Implementation Specialist
Individual Contributor
Austin, TX, USA.

Abstract:
This paper presents a proposal for enhancing the diversity data collection process in the North-America Region when jobs are posted to the external Career Portal of any organization, this can be achieved by adding new custom diversity forms. Diversity forms, which collect data such as gender and ethnicity during the application process, play a crucial role in promoting diversity and inclusion in any organization. We explore the solution of using the existing diversity form and making modifications to accommodate additional diversity-related questions and custom fields. This approach aims to streamline the diversity data collection process and avoid the need for creating entirely new custom forms.
Keywords: *Diversity forms, Custom forms, Data collection, Inclusion, North-America Career Portal.*

I.   Introduction

Diversity forms are used to gather essential diversity data during the candidate application process and are instrumental in promoting diversity and inclusion within organizations. In this paper, we propose a solution for enhancing the North-America Career Portal by adding new custom diversity forms to augment the existing data collection capabilities.

II.   Diversity Forms: Definition and Importance

2.1 What is a Diversity Form?

A diversity form is a vital component of the candidate application process, designed to collect diversity-related data such as gender, ethnicity, and other pertinent information. This forms can also be referred to as an Equal Employment Opportunity (EEO) form or demographic questionnaire, is a document or online questionnaire used by organizations during the hiring or application process to collect information about the diversity characteristics of job applicants or employees. The purpose of a diversity form is to gather data related to an individual's race, ethnicity, gender, disability status, veteran status, and sometimes other relevant characteristics.

2.2 Importance of Diversity Forms

Diversity forms are crucial in fostering diversity and inclusion within organizations. They enable organizations to promote diversity and inclusion, legal compliance, identify disparities, setting up and measuring diversity goals, measuring the impact of initiatives, track and analyze diversity data, make informed decisions, and implement strategies to create inclusive work environments.

III.   Solution Proposal: Using Existing Diversity Form with Modifications

3.1 System Design Challenges

The existing North America Career Portal system has limitations with regard to diversity data collection:
- The system features only one EEO/Diversity form in the Recruiting module.
- The system does not allow the addition of content to the existing form which is due to legal compliance where many organizations are legally required to collect specific demographic information for reporting and compliance purposes. These forms must adhere to legal standards and regulations to ensure fairness and non-discrimination in the hiring process. Modifying the content of these forms without careful consideration of legal requirements can lead to non-compliance with anti-discrimination laws.

3.2 The Proposed Solution

Our proposed solution leverages the existing Diversity Form provided by Oracle. The system allows for the inclusion of custom questionnaires and additional fields. Therefore, we propose the following steps:

- Modify the existing Diversity Form to accommodate the required diversity-related questions which is making improvements or adjustments to the existing Diversity Form to include questions and inquiries that are required for gathering information related to diversity factors such as race, ethnicity, gender, and other relevant characteristics. These modifications aim to ensure that the form is comprehensive and effectively captures the diversity data needed for reporting, analysis, and fostering diversity and inclusion within the organization.
- Integrate custom fields specific to North-America (NA) diversity requirements within the existing form - this entails the process of incorporating customized data fields within the pre-existing Diversity Form. These new fields are specifically designed to address and collect data related to diversity parameters unique to the North American region. By adding these specialized fields, the organization aims to enhance its ability to gather comprehensive and regionally-relevant diversity data. This, in turn, supports the organization in its pursuit of promoting diversity and inclusion initiatives tailored to the North American context.

This approach consolidates the two distinct diversity data collection needs into a single, modified form.

4. Rationale for the Proposed Solution - The rationale behind the proposed solution is rooted in several compelling factors that underscore its significance by utilizing the existing Diversity Form as a foundation, we minimize the need to create entirely new custom forms. This approach conserves valuable time, effort, and resources, as it leverages an established framework provided by Oracle.

4.1 Advantages of the Proposed Solution:
1.   Resource and Time Efficiency: By modifying the existing Diversity Form rather than creating entirely new custom forms, the solution optimizes resource allocation. This approach not only conserves valuable time but also reduces the financial burden associated with form development and testing.
2.   Leveraging Proven Technology: The solution harnesses the power of an established and rigorously tested Diversity Form offered by Oracle. This reliability minimizes the risks and uncertainties typically associated with implementing entirely new, unproven systems.
3.   Enhanced User Experience: The streamlined data collection process ensures a smoother and more user-friendly experience for candidates and applicants. Familiarity with the existing Diversity Form can lead to increased participation and more accurate data submissions.
4.   Consistency in Data Collection: By modifying the existing form, the solution maintains consistency in data collection methods and format. This consistency is essential for accurate reporting, analysis, and benchmarking of diversity metrics over time.
5.   Legal Compliance: The utilization of a pre-existing form helps ensure that diversity data collection remains compliant with legal requirements and industry standards. This minimizes the organization's exposure to legal risks associated with non-compliance.
6.   Resource Optimization: The solution optimizes the allocation of human and technical resources. Rather than allocating resources to the development and maintenance of multiple custom forms, resources can be channeled toward other strategic initiatives.
7.   Seamless Integration: Integration of additional diversity-related questions and custom fields into the existing form can be achieved with minimal disruption to the existing system architecture. This seamless integration ensures the continuity of the hiring process without introducing significant technical complexities.
8.   Sustainability: The solution promotes sustainability by reducing the creation of redundant forms. This environmentally responsible approach aligns with broader corporate social responsibility initiatives.
In summary, the proposed solution not only addresses the specific diversity data collection needs but also demonstrates a commitment to efficiency, user satisfaction, legal compliance, and resource stewardship. Its multifaceted advantages position it as a practical and strategic choice for enhancing diversity and inclusion efforts within the organization.

4.2 Feasibility Considerations

It is essential to assess the feasibility of creating custom forms specifically for North-America (NA) diversity requirements. This paper suggests exploring this possibility and making an informed decision based on the system's capabilities.

Conclusion

The addition of new custom diversity forms to the North-America Career Portal represents a strategic move toward enhancing diversity data collection and promoting inclusion within the organization. By leveraging the existing Diversity Form and making necessary modifications, this solution aims to streamline the data collection process and optimize resource utilization.

Acknowledgments

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