Gender Neutral Selection: Tools and Training
Led by Ana Cláudia Rodrigues, Ana Luisa Martinho, Ana Isabel Couto, Manuel Araújo,
CEOS.PP/ISCAP/P.PORTO

The selection process is one of the most important human resources management activities because it is the “entrance door”. Even though professionals in the companies acknowledge that, they believe it is too costly to do it professionally with a specialised firm. As most of the firms in business are SME they often do it internally, not having specifically qualified or trained staff to perform good selection processes. It is also frequent for them to simplify the process, because of the urgency to fill that vacancy. Consequently this leads to hire people, who often stay in the firm for a long time, not being the best the firms could aspire, but they stay, filling the firms with average level professionals.

In this workshop we aim to share a gender neutral selection process and its tools to get the best candidates.

Learning Outcomes
- To present and share gender neutral selection process and its tools developed in the European Project GeNeus
- To know how to develop a gender neutral selection process
- To know how to use the tools: competencies test, problem solving exercises, interview script and sample questions, foreign language test, and its’ interpretations, and individual report template

Workshop Application Details
The workshop will take place at School of Accounting and Administration, Polytechnic Institute of Porto (ISCAP), Portugal.

To reserve a place and for further information about this workshop please contact: anarodrigues@iscap.ipp.pt
Presenter Biographies

Ana Cláudia Rodrigues, As Director of Human Resources in several companies she was responsible for recruitment and selection activities. As Senior Consultant in Human Resources Management, highlights, the participation in diagnostic projects and implementation of plans for equality. Is a researcher at Centre of Social and Organisational Studies of Porto Polytechnic (CEOS.PP), and has collaborated in several national and international studies integrating teams of researchers from several universities and professionals in the field of Management and Human Resource Management. Holds a PhD in Human Resources Management and Development, and lectures in under and post graduate degrees at ISCAP-P-Porto and Porto Business School.

Ana Luisa Martinho is a certified trainer in the area of Gender Equality since 2006. Senior consultant in diagnostic projects and implementation plans for equality, and the advice to the elaboration and implementation of action plans regarding gender equality in the corporate sector. These projects are designed to support organisations promoting equality and non-discrimination between women and men, the reconciliation of work, family and personal protection of parenthood (maternity and paternity). She has a Specialist Title in Human Resources, Msc in Sociology, and is a researcher at CEOS.PP, and lectures in under and post graduate degrees at ISCAP-P-Porto and Porto Catholic University.

Ana Isabel Couto, holds a PhD in Sociology from ISCTE-University Institute of Lisbon. She is a lecturer in the Human Resources degree at ISCAP - Polytechnic of Porto, and in other public higher education institutions, namely at School of Economics and Management of the University of Porto (UP). With extensive experience in research, she is researcher at the Institute of Sociology (UP) and at Centre of Social and Organisational Studies of Porto Polytechnic, researching in labour market, SMEs, entrepreneurship and gender issues fields. She has participated in several national and international conferences and is author of several scientific publications in these fields.

Manuel Araújo, Experienced organisational consultant specialised in Executive Coaching, Teamwork, Process Improvement and Organizational Change. He is also an experienced trainer in the fields of Social Psychology, Organizational Behaviour, Leadership and Quality of Life at Work. Holds a PhD in Psychology, Msc in Leadership and Organizational Coaching (Business School of Barcelona), and is a Researcher at UNIAG (AENOR), PETRO (Autonomous University of Barcelona), and CEOS.PP (Porto Polytechnic). He lectures in under and post graduate degrees at ISCAP-P-Porto, and Porto Executive Academy.