

# Tip to becoming more inclusive for disabled workers

## 1 Deal with unconscious bias

Do you or your managers make judgements on a worker's ability to do the job based on their visible or invisible disabilities? Because people may not be aware of their biases towards others, it's crucial to create awareness and address unconscious bias through discussion, training and processes.



## 2 Ensure your business & job posting are accessible

Is your office physically accessible to those with mobility or visual impairment? Is your job posting available in an accessible format for screen readers? Ensure both your physical and virtual workspace is considerate for all employees. An example is to ensure an online job posting is available in text only format or high contrast for those with visual disabilities.

## 3 Reach out to the Community

Often people with disabilities don't apply for job or don't mention their disability when applying because they assume it will hinder getting the job. There are numerous organizations who work directly with people with disabilities and can help recruit candidates for your role.



## 4 Cultivate a diverse and inclusive workplace

Help all employees, especially managers, better understand and empathize with the challenges people with disability face. Breakdown disability stereotypes with knowledge about their strengths and abilities. And more importantly, learn how to use tools and resources to make it easier to accommodating employees and help them be more successful.

