



Aoife McNamara Ltd.

Diversity & Inclusion in Job Advertisements

When creating a job advertisement for a new or existing position Aoife McNamara promises to be inclusive and aims to encourage applicants from diverse backgrounds. Therefore, when writing the job description, Aoife McNamara will ensure the following points are made to make the advert appeal to a wide and/or underrepresented talent.

Aoife McNamara will ensure the following are adhered to:

1. **Use of Gender-Neutral Language** - from the job title through to its description it will use gender-neutral vocabulary, ensuring inclusion for both binary and non-binary.  
It will not be required for applicants to disclose this information.
2. **Use of Inclusive Language** - communicate without using words, expressions or assumptions that would allude to stereotypes, demean, or exclude people.
3. **Reduce Requirements List** - to encourage applicants from all levels of education, skill set, and experience include the use of language like; is preferred, or is an advantage, etc.
4. Including the Salary (Range)
5. Include Language Displaying and Emphasising Commitment to Diversity & Inclusion

Aoife McNamara is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, colour, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, or age.

