FUNCTION FRONT AND CENTER

JDXpert's New Debiasing Functionality

Biased language in job descriptions has become a serious issue in an increasingly diverse job economy. Words that convey unconscious bias are known to limit the applicant pool by subtly dissuading candidates. JDXpert has developed Debiasing functionality to ensure writers and reviewers can produce unbiased job description content for job postings that appeal to all qualified applicants. Our discussions with existing clients who are engaged in manual debiasing projects revealed a strong need

IN THIS ISSUE

for mass reporting capabilities and the need to address pronoun use as well as use of words with connotative bias. We also learned that a key requirement is to have configurations to make biased language alerts as immediate as possible to help inform and educate users about their use of biased language.

Features/Functionality

The Debiasing functionality is accessible through the Edit Job Form, in a newly created Proofing Tool that evaluates biased language as well as spelling errors and other best practices. JDXpert is pre-configured with a best-practice library of biased language and suggested replacements developed using academic research and our affiliate job description experts. The library is configurable by clients to address areas of concern for their company, and to ensure adaptation to a progressively more inclusive and competitive work economy. Additional features allow for mass review and reporting of job descriptions that may contain bias in order to streamline the review process.

Interested? Find out more!

We expect to have debiasing functionality available in JDXpert V2 by the end of Q3 2021. For more information or to be an early tester, please reach out to sales@hrtms.com.
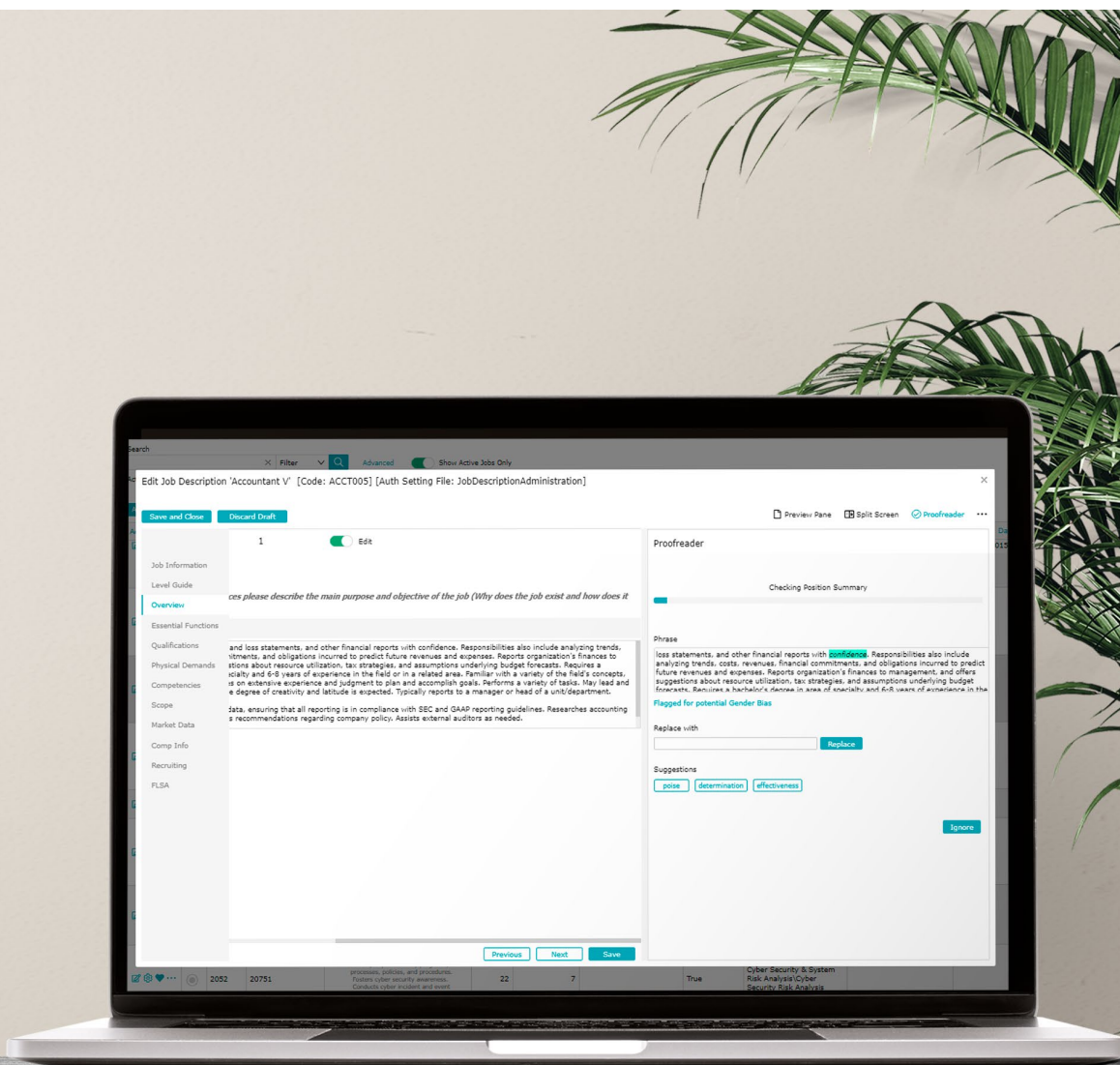
GET TO KNOW AMANDA KOZAK
Account Executive

To learn a bit more about Amanda, we set up a Q&A session. Here are her answers.

How long have you worked for JDXpert and what is your role at the company?
Since January 2019, Sales – Account Executive

What does a typical day look like for you?
Prepping for demos, demoing the product, following up with prospects, preparing contracts and reviewing redlines.

What do you enjoy most and what do you find the most challenging about your role?
I enjoy being part of a great sales team, selling an innovative product that checks so many boxes for our clients. The software is so robust that each demo is different, just when I think I've been asked every question possible, someone asks me a new one!

What lesson(s) have you learned thus far from working at JDXpert ?
To show confidence and ask questions if you don't understand. Often in sales, we are asked questions we don't have answers to. And instead of getting flustered, I find that asking more questions to gain clarity is the best path to take when faced with a question you don't immediately know how to answer.

What would you do (for a career) if you weren't doing this?
I would like to own & operate a health salt spa.

Before working at JDXpert, what was the most unusual or interesting job you've ever had?
Working at McDonald's at the local mall food court in high school.

When you have 30 minutes of free-time, how do you pass the time?
Sitting on my deck in the sun!

If you could learn to do anything, what would it be?
Reflexology or Reiki.

Is there anything people might be surprised to learn about you?
I'm not a hugger ☺

Do you have a motto or personal mantra? Don't worry too much! Put it in perspective because most things won't matter in 5 years and it won't be put on your headstone.

Any favorite line from a movie?
There's no place like home – Wizard of OZ.

Where is the best place you've traveled to and why?
Freeport, Bahamas, I loved the clear blue water.

If you won the lottery, what is the first thing you would do?
Take a vacation somewhere tropical with friends and family.

What chore do you absolutely hate doing? Vacuuming, I leave that to my husband. I always clog the vacuum anyway.

THANK YOU TO OUR V2 EARLY ADOPTERS!

We'd like to give a BIG THANKS to our group of Early Adopters. We received great feedback, and the efficiency and success of the upgrade greatly exceeded our expectations. The processes and automation utilities that were developed to support the upgrade were further refined during the Early Adopter upgrades to ensure a smooth and consistent experience.

Next Phase of Rollout

The next phase of our roll-out will be starting in late September/early October, when we will begin scheduling clients for V2 upgrades on a first-come first-served basis.

If your organization is interested in being placed on the list to upgrade to JDX V2, please notify Jen Ianniello at **success@hrtms.com**.

Have a timeline in mind? Let us know and we will do our best to accommodate!

SUCCESS STORY

How Sierra Nevada Simplified Their Process with JDXpert

"The Sierra Nevada Brewing Co. HR team is really happy to be JDXpert customers. We've finally found the platform we need to reduce complexity and achieve much-needed efficiencies in HR processes. Thanks, JDXpert, for solving so many issues!" – Lisa Bentz, Sierra Nevada Brewing Co.

Overview: The Client

With over 1,000 employees, Sierra Nevada Brewing Co. is a leader in craft brewing and has maintained steady growth in the food and beverage industry for the past 40 years.

The Problem: Access, Versioning, Inefficient Workflows

For Sierra Nevada to maintain a high level of craft brewing innovation and global sustainability, they need to recruit and manage team members at the top of their game. The fact that Sierra Nevada Brewing Co. is family-owned and operated makes this especially significant as they have a legacy to protect.

Sierra Nevada's Human Resources team realized they needed a system to create, maintain and manage their job descriptions—something that would integrate job descriptions with

their other HRIS systems. They needed a user-friendly platform that would simplify and streamline processes while supporting and encouraging collaboration between users. Before discovering JDXpert, Sierra Nevada had been using Microsoft Word documents passed back and forth in emails to manage their job descriptions. This workflow represented myriad of challenges, in that Word and email inhibited them from storing jobs in an accessible, central, and secure application. As a result, it was challenging to identify the most current approved version of a job. Plus, their previous process provided no clear format or structure, nor did it provide managers with the tools and guidelines needed to make the revision process transparent and efficient.

The Solution: Simplified and Fully Integrated

It was clear that Sierra Nevada's current process was unsustainable. They needed to establish a more systematic and standardized approach.

A job description management system was identified as a critical component of their HR strategy; not just because of the clarity and structure it injected into the job description maintenance process but also because it allowed them to transmit vital job data to their other systems more efficiently.

In the past, they were constrained by the limitations imposed by Word documents and shared drives and had to enter job data into their HRMS and ATS manually.

After implementing a new HR system and updating their compensation structure, they established that the only way for their systems to align with their processes was to find a solution that integrated with their other HR systems.

JDXpert was discovered to be the most robust tool available. Plus, it integrated seamlessly with their other systems, which made it an easy choice. They appreciated JDXpert's ability to meet their current needs and valued its flexibility and ability to grow with them as their needs changed.

Success

The HR and Recruitment teams at Sierra Nevada have been thrilled with JDXpert and the new efficiencies it offers. The team especially loved the search library, workflow process, template configuration capabilities, and commenting features.

The Details

The content library provides hiring managers with a starting point for job description creation. The momentum gained with the job library continues through the workflow and wraps up with integration with their ATS, moving Job Posting automatically at the finalization of a workflow.

JDXpert provided a single source of truth for their job descriptions and allowed their recruiters to pull accurate job postings every time. The recruitment team can identify components of the job description, knowing that the information is valid and up-to-date before forwarding that information to their ATS. This feature excites the individuals recruiting for a job and contributes to a good candidate experience and job appeal. The HR team also delights in how easy it is to make changes to the job description template as needed. When job descriptions are written in Word, a change to the format of one job description does not translate to another, resulting in an inconsistent look and feel. JDXpert automates this task so that the system administrator can cascade that change across all jobs or individually chosen jobs when a template is altered.

Another favorite among Sierra Nevada's managers is the ad-hoc workflow capability. This feature allows reviewers to be prompted via email that a job is awaiting their review. They click on a link, review the job, and submit their feedback to administrators. This structured approach to workflow makes it easier for editors. It also provides HR with a way to ringfence versions by tracking changes and giving administrators the option to accept, reject or comment back to the reviewer about their changes.

The Sierra Nevada HR team has big growth plans and is preparing to roll out a leveling matrix soon. They aim to incorporate that information into JDXpert alongside competencies, which will allow them to pre-populate data based on career levels—a huge time savings!

They also hope to implement an employee acknowledgment feature so that

employees can sign off on their job descriptions and will assess other potential changes to their performance review process as well. They look forward to growing with JDXpert and are confident that the system will continue to bring efficiencies to their HR processes.

Want your success story featured in our next newsletter? Then contact Jen at success@hrtms.com.

UPCOMING EVENTS

WORLD AT WORK TOTAL REWARDS CONFERENCE & EXHIBITION |
Phoenix, AZ
October 4-6 | LEARN MORE

PAYSCALE COMPFERENCE|
Virtual Event
October 19-21 | LEARN MORE

For information on upcoming webinars, visit our website at
jdxpert.com/webinars

EDITORS

Jen Ianniello
Customer Success

Ashley Johnston
Director of Marketing

Contact Jen Ianniello at
success@hrtms.com with any questions.