Employing
Neurodivergent Talent
at AAB Consulting
Guide for
Applicants

#### Info for all applicants

Since you've been sent this guide, you must have recently applied for a job at AAB Consulting and been accepted for an interview. Good choice and well done!

As part of our commitment to being a disability-positive and neurodiversity-positive employer, we send this guide to everybody who is preparing for an interview with us, regardless of whether they have indicated they are neurodivergent or not.

We understand that some neurodivergent applicants may feel uncomfortable revealing their diagnosis initially or at all and that others may relate to aspects of neurodiversity but not have a diagnosis yet.

If you fall into either of these categories, we want you to feel supported and equally able to speak up about your interview needs.

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You should receive additional information about your interview in an email from Audrey (the same Audrey you sent your CV and covering letter to). It should arrive least three days before the interview takes place and include the time, exact location, the questions we're going to ask you, and anything you need to bring. If there's still nothing from us two days before your interview, please get in touch with Audrey and we'll work out what's gone wrong.

The rest of this guide will go through additional interview processes for neurodivergent applicants, with the final page containing a list of "Useful Links" to help applicants with various diagnoses be ready for their interviews (page 6).

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Even if you're certain that you're neurotypical, it's still worth skipping to the "Useful Links" page to learn more about neurodiversity in the workplace, as you might have neurodivergent colleagues or clients.

If you have any additional questions after reading this guide or just in general, please contact Audrey at <a href="mailto:audrey.stewart@aabconsulting.uk">audrey.stewart@aabconsulting.uk</a> or on 07973 125223.

Good luck for your interview!

# Info for neurodivergent applicants

On the job description for the position you applied for, there should have been a link to an optional form where you could declare that you are neurodivergent and select any interview accommodations you need. We can't properly prepare your interview accommodations ahead of time if we don't know you need them.

If you forgot to fill out the form or have changed your mind after initially choosing not to fill it out, here's the link to it: <a href="https://forms.office.com/e/r4pjz7ZGJJ">https://forms.office.com/e/r4pjz7ZGJJ</a>

If we have any issues or queries around your interview accommodations, you'll receive an email or phone call from Audrey. Otherwise, you can assume your accommodations will be in place for your upcoming interview.

# Info for neurodivergent applicants

During your interview, if you require a short break, want to get a stim toy out your bag, need to take medication, or have any other concerns, such as that the interview format really isn't working for you, please speak up.

The interviewer(s) will know about your diagnosis if you've filled out the form and will otherwise show general awareness of the fact that any applicant could have an undeclared or undiagnosed disability.

We know that nobody really likes interviews, but we're on your side when it comes to creating a fair interview environment. We can't avoid testing you, but we can avoid putting you at a disadvantage.

Once again, good luck!

#### Info for all applicants

#### **Useful Links**

Acing an interview with ADHD

Dyslexia and applying for jobs

Dyspraxia and employment

General guide to reasonable adjustments

Interview tips for autistic candidates

Tourette's and the workplace

Introductory guide to neurodiversity

Work and employment for people with epilepsy