



INDUSTRY CHARTER

ADDRESSING THE USE OF ARTIFICIAL INTELLIGENCE IN TALENT ACQUISITION

31 March 2025

I. Introduction

As artificial intelligence (AI) continues to revolutionize the talent acquisition landscape, it is imperative that we establish clear guidelines for its responsible and ethical use. This Charter serves as a comprehensive framework to guide talent acquisition professionals in leveraging AI technologies as effectively, ethically, and equitably as possible throughout the talent acquisition process.

The rapid advancement of AI in talent acquisition offers unprecedented opportunities to streamline processes, reduce bias, improve the experience of candidates and hiring teams, and identify top talent. However, it also presents unique challenges and potential risks that must be carefully managed. The rate of change in this evolving landscape can feel daunting and can be difficult to keep pace with. This Charter will serve as a guide by emphasizing principles on which talent acquisition stakeholders can rely, to help navigate ongoing opportunities and challenges, while remaining true to our ethical foundation.

II. Vision and Mission

We envision a future where AI technologies are integrated into talent acquisition processes in ways that consistently improve on prior practices, by augmenting human expertise, reducing errors and attendant risks, and upholding the highest standards of transparency, responsible design, and user experiences.

Our mission is to establish and promote clear guidelines and best practices for the ethical and responsible adoption, and use of, AI in talent acquisition across a wide range of AI technologies, industries, organizations, and decision-makers.

III. Goals and Objectives

We aim to:

1. Promote the development and adoption of AI technologies that enhance, and do not replace, human judgment in the talent acquisition process and decisions that are responsible, effective, and fair.
2. Ensure that AI-driven talent acquisition processes are responsible, fair, explainable, transparent, and compliant with legal and ethical principles.
3. Foster a culture of continuous learning and strategic adoption as AI technologies evolve in the talent acquisition space.

IV. Scope and Boundaries

AI is increasingly used in some form throughout the entire employment life cycle. Realizing this context, the current Charter intentionally focuses on the entry point of the employment life cycle, identified below in Figure 1 as Attracting and Hiring. Each of the eight elements identified under Attracting and Hiring is experiencing a revolution in AI innovations and applications that offer a range of opportunities and risks.

Figure 1. *Employment Life Cycle and Sub-tasks*

Attracting & Hiring	Pay & Benefits	General Management	Strategic Management	Separation & Off-boarding
<ul style="list-style-type: none">• Needs analysis• Job description• Job posting• Talent sourcing• Talent search• Candidate screening• Interviewing• Assessments• Candidate care• Reference & background checking• Offer	<ul style="list-style-type: none">• Health coverage• Salary determinations• Paycheck calculation & delivery• Time keeping• PTO and wellness Programs	<ul style="list-style-type: none">• Onboarding• Task allocation & scheduling• Productivity management• Rewards & recognition• Disciplinary actions	<ul style="list-style-type: none">• Learning & development recommender systems• Succession planning• Career path planner• Skills assessment & planning	<ul style="list-style-type: none">• Reduction in force• Performance-based termination• Exit processing

* the table above is a non-exhaustive list and AI impact assessments will dictate the level of risk and impact.

V. Core Values and Principles

The core values and principles of the Charter serve as the basis for the responsible and ethical development and use of these technologies. They comprise the following:

- Transparency and Explainability
- Fairness, Non-Discrimination and Accessible
- Validation and Rectification
- Data Minimization & Purpose Limitation
- Data Privacy & Security
- Candidate Experience
- Human Oversight and Intervention
- Ongoing AI Literacy and AI Upskilling

These core values and principles form the framework that guides our use of AI in talent acquisition, ensuring that we harness the best that AI has to offer in this space while minimizing risk, and overall, maintaining integrity and respect for all stakeholders who are invested and involved in the talent acquisition process.

VI. Standards and Best Practices

Establishing a set of industry-wide standards and best practices is necessary to provide a reliable framework for our commitment to ethical and responsible AI use in the talent acquisition field. We do so below, organizing them in terms of the aforementioned core values and principles of this Charter:

- **Transparency and Explainability:**
 - Applicable users should receive clear and conspicuous notices when AI is used in any portion of the talent acquisition process.
 - Organizations should provide AI explainability information to applicable users that lead to the AI system's output.
- **Fairness and Non-Discrimination:**
 - AI-generated content used in the talent acquisition process should be reviewed and have human oversight.
 - Organizations should assess and document AI solutions used in the talent acquisition process.
 - Organizations should make appropriate accommodations within AI solutions for a fully participative workforce.
 - Organizations should assess keyword choices and architectural inputs (e.g., Key Language Indicators, translation pairs) for resume scoring to ensure fairness.
 - The training data used to develop the AI system should be sufficiently representative in order to uphold legal standards and requirements.
 - AI system developers should work to ensure that protected category variables and/or proxies to protected categories are minimized and/or eliminated to mitigate bias from AI output.

- **Validation and Rectification:**

- Organizations should ensure that all data input sources should be marked as real or inferred with provenance traceability notations, should be disclosed to candidates, and who should be given the opportunity to confirm their data based on applicable privacy laws.

- **Data Minimization and Purpose Limitation:**

- A data necessity assessment and proportionality study should be conducted for each AI system used in the talent acquisition process to assess whether data acquired from and about the candidates are necessary and relevant to collect and store.
 - This assessment and proportionality study should be conducted prior to gathering the data from individuals.
 - Unnecessary data should not be collected.
- To determine the necessity of data and their inputs, one should use a standardized occupational and job-specific taxonomy of KSAOs (e.g, ESCO, O*NET) to understand the position's essential functions. This documentation should then be provided in the AI system's Explainability Statements.
- Biometric data shall not be used for candidate evaluation.
- If the organization has more than one AI solution, then the organization shall ensure intended and consistent use of the data originally collected.

- **Data Privacy and Security:**

- Organizations shall ensure they address in-scope AI specific security and privacy considerations.
- Personal Data, Inferences, and Proxy Variables processed by the organization or the AI provider shall be secure and managed in accordance with applicable law.

- **Candidate Experience:**

- Organizations shall assess the AI system's performance, specifically in the context of upholding the wellbeing, safety, and respect of candidates.
- Organizations shall assess the AI system's performance to establish a fair and equitable means for a fully participative workforce.

- **Human Oversight and Intervention:**

- Organizations shall ensure, through taking a risk-based approach, that if the AI system is inadequate or incapable of performing functions that support applicable users wellbeing and/or accommodations, that a human is available to provide such support with empathy and compassion.
- Organizations shall ensure there are procedures to identify, report, and manage AI incidents within the talent acquisition process.
- Ongoing Monitoring:
 - Output from AI and algorithmic systems should be monitored in an ongoing manner to the extent possible, to ensure that results are within defined parameters, including group difference measures.
 - Validation and rectification should be conducted on a risk-based approach. Evidence from one point in time should be updated periodically.

- **Ongoing AI Literacy and AI Upskilling:**

- Applicable users shall be trained in understanding basic AI terminology, concepts, benefits, and risks.
- Applicable users shall be trained to understand the AI system's inputs, performance features, and the specific outputs in which they have a duty to operate.
- Organizations should provide ongoing opportunities for applicable users involved in talent acquisition to stay abreast of, and gain knowledge in, emerging AI systems and technologies in the talent acquisition space.

VII. Organizational Practice and Commitment

Our vision for AI and talent management is toward the future. This Charter is aspirational in nature, where we not only recognize but expect that not every organization will be in a position to engage in the standards and best practices that would fully meet the ideals of the Charter. Instead, the point is for organizations to commit to and strive toward operationalizing, engaging in, improving, and upholding their evolving standards and best practices. Our commitment to being responsible stewards of AI in the talent acquisition community stands firm. We owe this commitment to candidates and our valued professionals in the AI and talent acquisition space who work tirelessly to provide favorable results for all stakeholders.

VII. Review and Amendment Process

Regular review and updates are crucial to ensure our Charter remains relevant and effective in guiding the ethical and responsible use of AI in talent acquisition. We commit to a systematic process of evaluation and amendment, at a minimum, every two years. We recognize that an industry Charter is a shared responsibility. As such, future input will be essential and invaluable to keeping the Charter relevant and applicable to the opportunities and challenges we face as a community.

VIII. Approval and Adoption

The signatories below hereby state their commitment to this Charter.

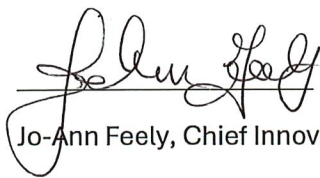
Originating Charter Executive Members

AMS Charter Leadership



Gordon Stuart, CEO

AMS



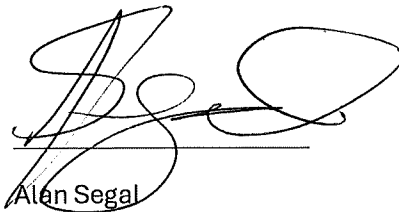
Jo-Ann Feely, Chief Innovation Officer

AMS



Gordon Bull

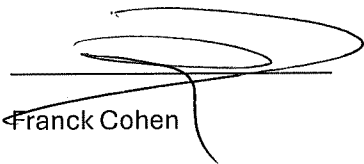
Chief Legal, Risk & Compliance
Officer, AMS



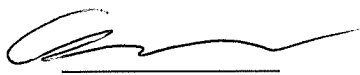
Alan Segal

Chief Digital & Technology Officer, AMS

Originating Charter AMS Ethics Board Members

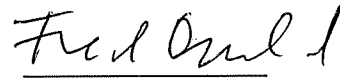


Franck Cohen



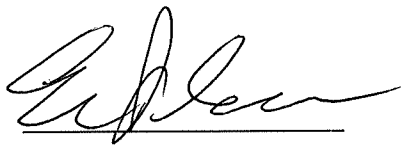
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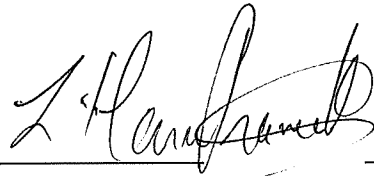
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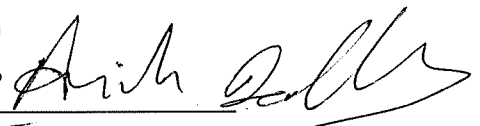
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Originating Charter Industry Partner Members

Supporting Industry Organizations and Individual in Alliance with this Charter
