

Director of Talent Acquisition

- *Rochester, NY, USA*
- *Commensurate with experience*
- *Salary*
- *Full Time*

Benefits eligible

PROGRAM: Human Resources

POSITION: Director of Talent Acquisition

Days/Hours

Typical Business Hours

Monday: 8:00 am-4:30 pm

Tuesday: 8:00 am-4:30 pm

Wednesday: 8:00 am-4:30 pm

Thursday: 8:00 am-4:30 pm

Friday: 8:00 am-4:30 pm

**Flexibility with schedule may be required

RESPONSIBILITIES:

Under the direct supervision of the Vice President of Human Resources, the Director of Talent Acquisition partners effectively with organizational leadership and the Human Resources team to source, attract, and retain a high performing workforce. Driven by the organizational mission, and belief that the people we support come first, this position supports the Talent Acquisition efforts across all Lifetime Assistance, Inc. programs/departments with a lens toward elevating Lifetime Assistance, Inc.'s employment brand and candidate experience.

1. Develop, define, and lead a modern, innovative, nimble and efficient talent acquisition strategy with a strong focus on the candidate experience for all programs/departments.
2. Lead, mentor, and develop a team of full life-cycle Talent Acquisition professionals.
3. Build strong partnerships with business and HR leaders to consult, influence change, and advocate for the modern candidate experience.
4. Develops sourcing strategies through a variety of channels including media, technological, and social solutions in line with Lifetime Assistance, Inc.'s employment brand.
5. Partner with the internal Director of Communications to create and execute a brand and communications strategy that ensures consistent, on-brand messaging in line with the Mission of Lifetime Assistance, Inc.

6. Create and drive consistent, effective process standards through reporting and data analytics, leveraging systems and technology with the goal of creating a positive hiring experience for candidates and hiring teams and reducing time to fill.
7. Develop sourcing, hiring and selection strategies that advocate for diversity, equity, inclusion and belonging throughout the hiring process.
8. Leverage technology, data, analytics, and insights on hiring trends and markets to research and implement recruitment innovations throughout the talent pipeline.
9. Oversee relationships with third-party recruitment vendors and partners.
10. Create an environment where there is shared ownership with business leadership around building a culture of hiring top talent in support of achieving company-wide business objectives.
11. Ensure compliance with all local, state and federal laws as applicable.

QUALIFICATIONS:

- Minimum five (5) years' progressive experience in Talent Acquisition with specific experience in leading and supervising a team
- Experience with applicant tracking, recruiting, and/or onboarding software required
- Talent acquisition, recruitment, and/or Human Resources certification a plus
- Bachelor's degree in Human Resources, business, or a related field
- Master's degree preferred
- **Licensure/Certification:**

CCP, CEBS, SHRM-CP, or other relevant certification preferred

STARTING DATE: Will be discussed at interview.

SALARY: Commensurate with Experience

Apply Online: <https://lifetimeassistance.applicantpro.com/jobs/2762984.html>

Lifetime assistance Inc www.lifetimeassistance.org

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