



100% of our New Associates say they are glad they made the decision to work here!

Want to join us? www.lecjobs.com

We are looking for a **Talent Acquisition Manager** to join our team!

You deserve great benefits and we deliver!

Your choice of 3 Health plans/ FSA or HSA/Vision and Dental Plans/ Life Insurance- 1 ½ times annual earnings at no cost to you/Generous PTO-paid time off/ 403(b) Retirement Savings with Company Match/ Free 24/7 Fitness Center/ Educational Assistance/Tuition Reimbursement/ Associate appreciation events. Verizon Wireless, Zoo, other discounts too!

Potential for an annual bonus through our variable compensation plan.

Here's what you can expect:

Work with a variety of people who treat others with respect and compassion.

Here's what you're responsible for:

- Develop sustainable strategy to attract and hire the best possible talent. Deliver metrics and communication plan to organization, interpret data and analyze results.
- Design, plan and execute employer branding activities. Work with marketing department on implementation and integration with the overall goal of becoming employer of choice.
- Full-cycle talent acquisition responsibility for the organization through the execution of regional recruiting plan, employ sourcing strategies, social media use, and advertising.
- Engage associates in associate referral program and monitor effectiveness.
- Active in associate orientation. Assists with successful onboarding and retention of new associates.
- Confirm job descriptions and specs. Create attractive job postings. Post ads on LEC website and aggregators, local advertisements with professional organizations and via social media.
- Identify, source and create connections with both active and passive candidates. Research and recommend new sources for active and passive candidate recruiting.
- Develop strong relationships with Talent Resource Partners both inside and outside the organization. Participate in job fairs.

- Manage HR recruitment budget and Paycor Recruiting system (ATS). Manage pipeline of applicants, conduct interviews, facilitate first step in interview process working with HR Manager at campuses, to ensure adequate staffing.

POSITION REQUIREMENTS:

- College degree required, related field preferred.
- Knowledge of employment law. PHR or SPHR preferred.
- Proficient in Paycor Recruiting system.
- Proficient in Microsoft Office suite and social media recruitment methods.
- 2 years of experience as Talent Acquisition Manager or Corporate Recruiter.