



## Talent Acquisition Manager(SYS-26726)

<b>Published Role Title</b>	<b>Talent Acquisition Manager</b>
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<b>Location</b>	<b>Needham, MA</b>
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<b>Salary &amp; Benefits</b>	<b>10%</b>
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**Job Advert Description** The Talent Acquisition Manager will play a leading role to manage the talent acquisition function for the assigned region and championing a direct sourcing model. As the gatekeeper for Talents coming into Clarks, the Talent Acquisition Manager will manage the employer brand and ensure that the company attracts the right candidates. The Talent Acquisition Manager will drive full-cycle recruitment activities which includes (but not limited to) sourcing, screening, interviewing, evaluating candidates for skills, values, and culture fit. Together with the hiring managers and other interviewers, the Talent Acquisition Manager will also ensure that a positive and consistent candidate experience is delivered. As the subject matter expert, the Talent Acquisition Manager is also the go to person for topics such as market insights & trends, recruitment processes & tools, attraction strategy, matters regarding legislation, interview skills training.

**What You'll Be Doing:**

- Drive and implement a direct sourcing model for the region. Manage and educate stakeholders on this approach.
- Collaborate with HR Business Partners / People Experience Partners to determine how the corporate Strategic Workforce Planning (SWP) should be achieved through a recruitment strategy.
- For each campaign, identify and apply a recruitment plan that includes an effective attraction strategy.
- Design and manage recruitment events and campaigns for a diverse range of roles.
- Drive the full-cycle recruitment activities which includes (but not limited to) sourcing, screening, interviewing, evaluating candidates for skills, values, and culture fit.
- Manage the candidate and hiring manager's experience throughout the recruitment process including the start date.
- Develop global and local recruitment materials and communications in line with Clarks branding. Ensure that our

brand image and values are reflected throughout the candidate experience.

- Meet long term talent acquisition needs by developing and maintaining meaningful connections with a talent pool of internal and external potential candidates for future vacancies.
- Explore the market to identify best practices in recruitment. Provide insight and feedback to implement appropriate best practices in the region.
- Analyze and interpret management and recruitment data in order to evaluate the effectiveness of recruiting and selection activities. Highlight trends and develop appropriate proposals.
- Coach, support, and influence hiring managers at all levels to ensure recruitment processes and activities are consistent, reflect best practice, current legislation and brand values, promoting Clarks as an employer of choice
- Implement and maintain the e-recruitment /applicant tracking system. Create and develop metrics to track the effectiveness of such systems and share insight and recommend improvements.
- Identify and manage a preferred supplier list of appropriate recruitment consultants, source and brief alternative suppliers when required, and assist in negotiating rates and terms and conditions.
- Maintain and share knowledge with HR Business Partners / People Experience Partners of current and forthcoming legislation, policies, practices and developments in Recruitment to ensure approach in each business area reflects best practice and that Clarks is compliant with legal and statutory requirements.
- Develop and coach direct reports to be able to independently manage the full cycle recruitment activities for assigned roles and campaigns.
- Continuously look for opportunities to improve processes, experiences and outcome.
- Support and drive ad hoc projects.

### **What You'll Bring with You:**

- Experience in leading and managing full cycle recruitment for a broad variety of roles in medium to large size regional or global companies.
- Strategic and tactical planning to manage a large number of vacancies
- Have used a broad range of recruitment and selection techniques and methods
- Relationship building with internal stakeholders and candidates
- Experience in managing key stakeholders and is able to coach and influence at all levels.
- Continuous improvement mindset & open to new ideas
- Knowledge of employment market trends

- Knowledge of legal requirements impacting on recruitment
- Experience in the tender, negotiation, and management of suppliers
- Analysis and evaluation of information/statistics to enable plans to be developed
- Understanding of strategic workforce planning and other HR processes (preferred)
- Team management and leadership experience (preferred)
- Project management skills (preferred)

### **About Clarks**

Clarks, based in Somerset, England, has been at the forefront of innovative shoemaking since its foundation in 1825, when brothers James and Cyrus Clark made a slipper from sheepskin off-cuts. At the time it was ground-breaking: a combination of invention and craftsmanship that has remained at the heart of what the brand does now. In the Clarks archive of more than 22,000 pairs are shoes that have sparked revolutions and defined generations. From the original Clarks Desert Boot, first designed by Nathan Clark and launched in 1950, to the iconic Wallabee, each design has an instantly recognizable signature that makes it unmistakably Clarks.

This season, we're proud to introduce the Clarks Collective: five incredible activists championing authentic social change. From mental health awareness and LGBTQ+ rights to greater racial equality, these trailblazers are committed to creating a brighter future for us all – bringing to life Clarks' new global campaign, For the World Ahead. Through spotlighting their stories and supporting their chosen charities and initiatives, we're ready to lead the way. After all, we're originators, not imitators. It's who we are, who we've always been. And to change the world of tomorrow, we're doing things differently today.

As a global employer, Clarks is committed to embracing diversity throughout our workforce by creating an inclusive environment that reflects the many cultures and locations where we work. We strive to create a productive environment which everyone has an equal chance to succeed at all levels through the organization. We will not discriminate on the basis of sex, age, disability, marital status, color, race, religion, ethnic origin, sexual orientation or gender re-assignment', complying with local legislative requirements.