

***State of Rhode Island Department of Administration***

***Talent Acquisition Manager***

The State of Rhode Island has an exciting and challenging opportunity available within the Division of Human Resources for a Talent Acquisition Manger.

Within the State’s Division of Human Resources, the Talent Acquisition Manager will develop, plan and manage the strategy for talent acquisition, which actively sources and markets for a productive, diverse and engaged workforce to fulfill operational staffing needs within the Executive branch of State government. The successful candidate will be responsible for collaborating with HR leadership to design, implement and execute all talent acquisition programs, develop and continually improve employer branding to attract well-qualified candidates for employment and actively manage and disseminate the State’s employer branding across all social media platforms. The Talent Acquisition Manager will additionally lead efforts to incorporate best practices into the state’s hiring process and perform a variety of projects related to talent acquisition.

The successful candidate will have:

* A thorough and current knowledge of progressive talent acquisition methods, approaches and protocols.
* Knowledge of and the ability to interpret and apply laws, rules, policies and union contract provisions as related to the recruitment/hiring process.
* Advanced professional verbal and written communication skills.
* The ability to prepare and present both summarized and detailed verbal and written reports, guidance materials, letters, and other related items to a variety of audiences.
* The ability to develop, plan, organize and manage a talent acquisition strategy and its underlying goals and objectives.
* Highly skilled in building, developing and maintaining interpersonal relationships.
* The ability to participate in public relations activities and to develop and foster employer brand marketing.
* The ability to work independently with self-direction and motivation, flexibility, collaboration, and decisiveness.
* Knowledge of employment practices, protocols and benefits, and the ability to communicate such processes and benefits to a variety of prospective candidates.
* The ability to adapt to a fluid and change-based environment while successfully achieving targets.
* Proficiency in numerous social media platforms and software packages specifically relevant to talent acquisition.
* The ability to plan, organize, coordinate and direct the work of staff assigned to assist on a project basis; and related capacities and abilities.

### Qualifications:

* Bachelor’s degree in Human Resources, Business Management/Administration, Organizational Development, or a related social sciences program; and a minimum of five (5) years of progressively developing, planning and managing the strategy for talent sourcing, acquisition, and engagement; OR
* Master’s degree in Human Resources, Business Management/Administration, Organizational Development, or a related social sciences program; and a minimum of two (2) years of progressively developing, planning and managing the strategy for talent sourcing, acquisition, and engagement.

***To Apply: Please visit the Apply RI Website at*** [***www.apply.ri.gov***](http://www.apply.ri.gov)

***The State of Rhode Island is An Equal Opportunity Employer***