

Talent Attraction Business Partner

Basic Job Information

Job Title	Talent Attraction Business Partner
Brand/Function	People Team
Department	Reward and Talent Attraction
Job Grade	E/ E
Location	Blakelands
Role Reports to	Head of Reward and Talent Attraction
Direct Reports	3
Budget Accountability	Yes – agreed annually with director

Job Purpose

To deliver the end-to-end Talent attraction solution for Volkswagen Group UK, responsible for bringing the right people into the business and identifying talented internal colleagues as part of the selection process. To develop a resourcing strategy and approach to support effective delivery of the People strategy underpinned by best practice in attraction and selection, processes and procedures. Drive the focus on EVP and Diversity & Inclusion at every touch point.

Key Areas of Responsibility

- Lead and manage the Talent Attraction team to provide an effective, efficient, customer focused and best practice service aligned to the delivery of HR Strategy
- Directly source and headhunt external candidates for vacancies and work with the BoM to directly source HoB vacancies or partner with and manage search agencies to identify senior talent aligned to resource planning and succession plans internally.
- Develop all web and social media channels used for recruitment. Including the LinkedIn company careers page and identify new channels to implement. Ensure content is planned and ROI demonstrated in cost avoidance reporting.
- Develop innovative selection methods and best practice processes to ensure consistency and fairness in all selection activities and compliance with legal requirements
- Lead the 'Attraction' work stream as part of the Diversity and Inclusion (D&I) guild. Design and project manage key attraction projects that will support the wider D&I strategy.
- Identify and manage the relationships with preferred suppliers including system suppliers, agencies, advertising, LinkedIn and social media to maximise efficiency and gain best value for money, in line with business process for purchasing and compliance.
- Management of recruitment campaigns including student programmes (undergraduates and graduates attraction) including internal stakeholder management
- Lead the rollout and delivery of recruitment and selection training for all hiring managers at VWG.
- Accountable for the EVP on our external careers website ensuring content is aligned to our resourcing strategy
- Production and analysis of monthly, quarterly and annual BAU recruitment and LinkedIn MI supported by robust insight on trends, stand-outs and recommendations for change to the business
- Manage and communicate resourcing surveys and benchmarking exercises

- Drive process and systems efficiencies through a review of current working practices and approaches
- Motivate the team to deliver a high customer focused service ensuring all KPI's are achieved
- Develop the team through investment in personal development and career planning

Compliance Responsibility

- All People Team colleagues must adhere to KRL35.

Working Relationships

- Internal & external candidates
- Hiring Managers/HoB/BoM
- People Operations
- Reward & Data
- Engagement & Inclusivity
- External suppliers
- D&I Business leads
- ENG's
- IT
- Finance

Skills

- Recruitment specialist with strong line management experience
- High levels of stakeholder management and influencing skills
- Direct recruiting methods and sourcing including social media and headhunting
- Ability to design and imbed a recruitment strategy
- Strong communicator both verbal and written including writing of policies and selection briefs/methods
- Highly organised and capable of juggling tasks and priorities
- Strong leadership & people management skills
- High level of understanding of the HR Strategy

Experience

- Extensive recruitment experience gained in-house and/or recruitment agencies
- Ability to design and embed a recruitment strategy
- Proven ability of managing recruitment campaign

Qualifications

- Degree level or equivalent experience

Career Pathways

- Investor Development Manager
- Network People Business Partner

Version Control

Date	Version No.	Reviewed by	Comments/Action
October 2021	1	HR	
From 2021 onwards document version control is controlled via SharePoint, the latest version of this document will be held on Life Online and therefore this document is uncontrolled if printed.			