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# Example of Talent Acquisition Director Job Description

Our innovative and growing company is searching for experienced candidates for the position of talent acquisition director. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for talent acquisition director

* In partnership with internal clients and HR stakeholders (e.g., Diversity & Inclusion, Employment Law), develops and executes the strategic, tactical, and business recruiting operational plans in line with Company strategies and objectives
* Leads organizational diversity and affirmative action initiatives as they relate to TA
* Partner to develop diversity initiatives to build a diverse candidate pipeline
* Directs all aspects of the recruitment process globally by ensuring the adherence to and communications with the appropriate HR functions, plans, programs (e.g., benefits), information systems, and products (e.g., policies)
* Will be a member of the HR Leadership Team and will participate in Executive Meetings periodically to provide an integrated global perspective on talent/trends clear go to internal/external market strategy
* Responsible for recruiting at the executive and senior management level positions
* Manages compliance and processes in regard to all work permits or immigration requirements such as Visa, work permits
* Partners with executive and sr
* Focused on cutting edge talent acquisition & attraction strategies, processes and tools which will enable workforce planning goals which complement business growth while also managing cost-effective measures by using technology to minimize corporate bureaucracy and administration (e.g., integrated Human Resource Information Systems)
* Increases organizational effectiveness by analyzing employee development needs and delivering meaningful employee training and development that engages employees in doing their jobs better

## Qualifications for talent acquisition director

* Sales mentality and a strong ability to coach, influence and manage cross functionally
* Experience in talent acquisition practices and programs (workforce planning, social media, branding, recruitment process outsourcing, vendor/supplier management)
* Demonstrated ability to conceptualize and articulate recruiting strategy
* Bachelor’s degree in Business, Economics, Human Resources, Marketing or other related field
* 10+ years of professional experience in Talent Acquisition required
* Minimum of 4 years of progressive leadership experience required