



## TALENT DEVELOPMENT MANAGER

**Location:** New York, NY

**Position Overview:** Changing Our World is expanding our management team and is seeking a Talent Development Manager to develop and implement comprehensive employee focused programs as well as initiatives and solutions in strengthen employee performance and satisfaction.

Changing Our World desires candidates with a passion for social impact and a desire to contribute to the overall culture and growth of our firm.

### **Responsibilities:**

#### Talent Development Strategy

- Partner with Changing Our World leadership to develop and implement an annual Talent Management Plan that will support our firm's business strategy.
- Assume overall responsibility for Talent Management including: recruitment, employee engagement & retention, performance management, employee relations, and learning & development.
- Advise Changing Our World leadership on people practices and appropriate internal structures.

#### Recruitment and On-boarding

- Design and implement a high-quality recruitment, interviewing, selection and onboarding process.
- Develop strategies to attract top talent to Changing Our World and manage these processes ensuring applicants are tracked, building a database of talent.
- Manage external recruiting sources and vendor agreements.
- Act as a primary contact for applicants, managing the recruitment process.
- Develop and/or update existing job descriptions with senior leadership and/or relevant sector leads.
- Advise senior leadership on approaches to assessing candidates. Advise or train those interviewing on best practice techniques and interview questions.
- Design and execute an on-boarding program to ensure new employees get up to speed and perform at their best as quickly as possible.
- Manage the recruitment budget to ensure spend is producing an appropriate ROI.

#### Learning and Development

- Spearhead the annual performance review process for all employees.
- Support reviewing managers through the goal setting and review process.
- Partner with the internal staffing team to identify opportunities for employees to be assigned to client engagements aligned with their professional goals.
- Solicit feedback from managers and sector leads to determine training and development needs across the organization; create professional development curriculum to address the knowledge, skills and capabilities needs across the firm.
- Maintain the operations of the Employee Mentor Program.

## Employee Engagement

- Provide oversight to Changing Our World's Culture Committee to define, develop and implement priority culture initiatives.
- Work with colleagues to create and implement employee recognition and celebration mechanisms.
- Leverage internal communications channels to ensure employees across the firm feel connected and informed.

## **Qualifications:**

- Bachelor's degree required; Master's degree preferred.
- 7+ years of professional experience with 3+ years focused on talent management and/or organizational development experience required.
- Experience in developing and successfully implementing strategy and processes related to talent management.
- Exceptional communication skills; ability to establish rapport with others while maintaining a professional poise.
- Excellent writing skills; particularly for a business audience.
- High level of accountability when working independently or as part of a larger project team.
- Strong and confident public speaker and facilitator.
- Motivated, self-starter with a passion for problem solving.
- Highly proficient in Microsoft Office Suite (including full competency in Excel and PowerPoint).

## **Company Description:**

You want to do more good in the world. So do we. We're a team of social impact consultants committed to changing the world. Our team draws on our internal expertise across industries and challenges to create social good strategies. We help our clients meet fundraising goals, align their operations and organization with their vision, launch purpose-driven campaigns, design foundations and CSR portfolios, and engage key audiences and stakeholders.

Headquartered in New York, we also have offices in Atlanta, Austin, Boston and London. We are the only philanthropy and management consulting firm to be owned by a Fortune 200 Company, Omnicom (NYSE: OMC). Through this relationship, Changing Our World has access to the best communications, public relations, and branding expertise available, and is well-positioned to assist our clients in taking their fundraising and philanthropic initiatives into broader public realms.

Changing Our World is a founding partner of ONE HUNDRED, a multi-disciplinary collective with a mission to create positive, purpose-led change through connected creative marketing communication solutions.

## **How to Apply:**

Please submit your resume and cover letter to: [hr@changingourworld.com](mailto:hr@changingourworld.com)

We are an Equal Opportunity Employer. No agencies, phone calls or faxes please.

It is the policy of Changing Our World to provide equal opportunities for employment and advancement to qualified individuals without regard to race, color, religion, creed, national origin, sex, age, sexual orientation, marital status, disability or veteran status.