



About you

Candidates from all backgrounds welcome! We are looking for people with a passion and drive to improve the lives of people with a learning disability.

What you will do

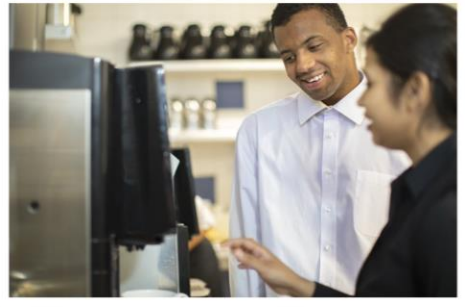
- In your role you will lead the delivery team for the recruitment campaigns to a specific area of the business, this split into: Personal Support Services or Enabling and Education Services.
- You will run your own recruitment campaigns to support with the organisational objectives to reduce the amount we spend on agency staff and fill our vacant support hours.
- You will offer coaching support to your team.
- Regularly review recruitment campaigns and plan support accordingly.
- Work with the Resourcing Manager to coordinate the team's resource regularly review our advertising sources.
- You will directly line manage your team, enable them to achieve their objectives through clear goal setting and performance reviews.
- Hold regular operational meetings to review processes and recruitment practise for your designated area of the business.
- Support the team to utilise different recruitment methods to make sure we are attracting the right candidates for the role.

What you will bring

- You will bring a positive approach to managing the teams priorities.
- A positive approach to ensuring our Mencap Values are highlighted throughout the work that we do.
- You will be passionate about reducing the number of vacant support hours we currently have.
- Excellent written and verbal communication
- Ability to maintain accuracy and attention to detail whilst working at speed to meet deadlines and targets
- Be willing to undertake management and leadership learning.

Your experience

- You will have experience of running multiple campaigns and competing priorities.
- Managing your own diary and being able to work both remotely and onsite.
- Proven experience of coaching stakeholders through the recruitment journey (hiring managers).
- It is not essential to have management experience but to be able to demonstrate Mencap values in your leadership style.



More information about the role

- You will report directly to the Resourcing Manager.
- You will manage a team built of both Talent Acquisition Specialist and Talent Resourcers
- You will work closely with the Recruitment Administrators to make sure we are delivering a quality service to the wider organisation.
- You will be responsible for shaping how the recruitment team meets the needs of Mencap's different directorates.
- You will use data to be able to shape the service delivery to our internal stakeholders.
- Produce monthly reports to assess team performance.
- You will confidently lead positive changes to our recruitment system (Eploy ATS) to enhance the service we deliver.

Join the team and be part of an organisation passionate about making the UK the best place for people with a learning disability to live happy and healthy lives.

What will Mencap give you

- 24 days holiday (plus bank holidays) increasing with long service plus the ability to buy up to another 10 days via our HolidayPlus scheme
- Discounts and cashback from 3% to 30% at high street shops including major super markets, cinemas, gyms, leisure/theme parks, via Mencap Extras

How to apply

Please apply with an up to date CV that demonstrates your skills and experiences relevant for this position.

If you require any further information please contact our Recruitment Team on 01733 246699

Who you can expect to work with

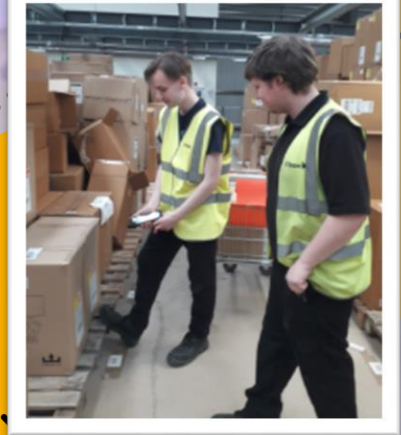
Resourcing
Manager

Talent
Acquisitions
Specialists

Talent
Resourcers

HR Shared
Services

Local
Personal
Support
Teams



Mencap's values and how they apply to this role

We are
Passionate
about making
the world a
better place

You will be passionate about how you and your team can improve the lives of the people with a learning disability, reflecting always how you and your team can learn and improve

We are
Inclusive
of everyone

You will be inclusive by making sure that you support all Mencap colleagues and volunteers. Within your team you will work to make sure all voices are heard, and different views listened to

We are
Brave
we challenge
and try new
things

You will be brave by encouraging people to have big ideas about what would make their team the best place to work, and you will test things out and learn from mistakes

We are
Positive
in our work
and with each
other

You will be positive in how you work with your team. You will encourage them to share their own ideas and encourage honest and open conversations about what could be better

We are
Kind
to everyone

You will be kind and considerate in all your interactions, and will call out any behaviour that is not, so that people feel it is a safe place to work